Domeſtic Management,

OR

THE ART OF CONDUCTING A FAMILY;

WITH

INSTRUCTIONS TO SERVANTS IN GENERAL.

ADDRESSED TO

YOUNG HOUSEKEEPERS.

The beſt of Preſents to Servants of all Denominations.

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DOMESTIC MANAGEMENT,

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OF all uſeful knowledge, little as it has been attended to, and much as it has been wanted, that of inſtructing Young Women in the arrangement and conduct of domeſtic concerns, is by no means the leaſt; it not only conduces to their own happineſs and comfort, but to that of thoſe families of which the cuſtom of countries has given them the direction. Men of learning and ſcience have not thought it beneath them to give written directions to ſervants of every denomination, and even the celebrated Dr. *Swift* employed

his pen this way. Senſible of the natural averſeneſs to reading and improvement in the lower and ignorant part of mankind, he treated the ſubject ludicrouſly, to induce them to read what he had to ſay upon the ſubject; but my deſign being to addreſs thoſe who have received a better education, and whoſe intereſt it is to follow the directions I have here laid down, I ſhall treat the matter ſeriouſly, and put the miſtreſs of a family into a method of governing and conducting it; for let ſervants be ever ſo well diſpoſed, unleſs they have a good directreſs, where there are many under one roof, all will be buſtle and confuſion; and as theſe pages will not be haſtily thrown together, but are the reſult of a whole life of experience, it is preſumed, parents will not be backward in putting them into the hands of their daughters, and depute ſuch daughters, as are fit for the office, to act for them alternately: they will thus, by habit, get well acquainted with the buſineſs, and be qualified to govern a houſe when they have families of their own.

It being the department of the maſter of the family to provide for it, it devolves to the miſtreſs to make the proviſion allotted go as far as it can, and to direct the interior management of the whole: he ought never to be troubled with it, but on his return from that employ, which engroſſes his attention, find relief

relief, and enjoyment in a cleanly houſe, a comfortable meal, domeſtic quiet, order and regularity.

For a miſtreſs to expect method or management in a ſervant is idle: few of them have heads capable of it, and the maſter's intereſt not being their governable principle, fewer have the inclinations to turn their thoughts to it; they will labour hard, and drudge on, but it requires one that can beſtow more attention, to regulate a whole family: a charioteer may as well let go the reins, and leave the horſes to themſelves. It is ſufficient for a ſervant if ſhe is orderly and tractable. A miſtreſs's firſt care, then, is to hire ſuch as ſhe can get a good character with, and beſt adapted, by uſe, to the offices they are to undertake. In large families, where a number of ſervants are kept, and each has a peculiar office aſſigned her, as cook, houſe-maid, chamber-maid, and ſo on, it is not a difficult thing to meet with ſervants uſed to ſuch offices; and if not employed in any other, than the one they are hired for, they are likely to execute that office well; but thoſe miſtreſſes who can afford to keep but one or two, find it neceſſary to make them uſeful in a variety of reſpects; and ſuch ſervants of all work are ſeldom complete in any: they are hourly in

want of inſtruction, and require a miſtreſs's eye continually. We now and then meet with fidelity in ſervants; I mean ſuch fidelity as to have the welfare of the family at heart, and when met with, ſuch ſervants are an invaluable acquiſition; no indulgence, no reward is too great for them; but, in general, they have no intereſt at heart but their own. The more extravagant a family is, they better they fare. Economy they hate. Service, they ſay, is no inheritance. Whether a maſter can ſtand his ground, and keep houſe five years or ten, is the leaſt of their concern. Many a ſervant would conſider five years as an apprenticeſhip; and there is not one in fifty that would keep the beſt place *half* that time. They are fond of living where there are many ſervants, covet ſociety, and love to ſee the world, as they call it. The more money a family ſpends, the better is their cheer; and, regardleſs whether this can be afforded, they are ſure to contribute their part to the general waſte; and if, through want of care and frugality, ſuch a family is broke up, the only conſolation the maſter and miſtreſs has, is, that they have left a good name behind them with their ſervants, whoſe only fear is for their wages; which, if paid, they will receive with ſeeming thanks, aſſemble in the kitchen,

liſt

lift up their eyes with an affected pity, ſay they had a *generous* maſter and miſtreſs, are ſorry for their misfortunes, and end their lamentation with a "Come, let's go look "for another place."

In families where a ſuite of ſervants is kept, a pound or two a year in their wages will be no great object with them; for there being little work, and a pleaſant life, rather than loſe ſuch a place, which is not every day to be got, they will implicitly obey the orders they receive; and where a lady, or her houſekeeper, are even particular, thoſe particularities are attended to: but this is not the caſe in ſmaller families. Such places are to be had at any time, and nothing weighs with them in the ſcale againſt the laborious ſervice but the wages they receive. "Profit ſweetens labour," is an old proverb, and verified every day. If, then, you would have your commands executed, give your ſervants good wages, better, perhaps, than they can get elſewhere; in which caſe, rather than loſe their place, they will be reſpectful, induſtrious, and obedient; but if your wages be low, you will only get ſuch ſervants as are not worth having, and who will only continue with you till they can better themſelves. When it comes to be conſidered that a good ſervant eats no more than a bad

one, a pound or two in their wages is no great object to a master, when it is the price of a great deal of comfort, care and credit. Those who cannot afford to give large wages, must put up with such servants as can be got for smaller ones; and the mistress of the house must be content to do half the work herself.

When servants are hired, it is incumbent on the mistress, if she keeps more than one, to divide the work properly among them, keep them to that work, and never suffer the least remissness. And as I would shew my displeasure when they did wrong, I would encourage them by kind words, indulgencies, and small presents, when they did right. Servants are conscious when they do wrong, and are seldom displeased with a mistress for seeing it; but it is necessary that a mistress should be acquainted with the propriety of her orders, or she cannot expect to have them obeyed. Some servants know their work better than their employers. This is a disgrace to the mistress, and what an attention to these pages will remove. Good mistresses make good servants; and, on the contrary, bad mistresses will make bad servants. I asked a cook once, who had lived some years in her place, how she could think of sending up her dinner so ill-dressed, when (having

(having lived with me) I knew ſhe was capable of dreſſing it better? Her anſwer was, that ſhe had no ſatisfaction in taking pains to dreſs a dinner well, for her miſtreſs had neither *ſmell* nor *taſte*. If, therefore, I ſee a dinner ill-dreſſed, or ill-ſerved, a room full of litter, or the candles put crooked into the candleſticks, I always conclude that the miſtreſs of that houſe is indolent and ſlovenly, and has neither eyes, ſmell, nor taſte. If, then, you give your ſervants good wages, which I would by all means adviſe, point out their duty when you hire them; ſuffer no inattention or neglect in that duty; and if, after a fair trial, they do not act as they ought, depend on it they are either ill-diſpoſed or incapable, and, as ſuch, diſcharge them. Good wages will ſoon bring you others.

I had the honour once of knowing a lady, who, though in faſhionable life, was a woman of method, and bringing her lord no fortune was determined to ſave him one: and, by her management alone (for ſhe inſpected the ſtables as well as the houſe) ſhe contrived to keep up as good an appearance, as he had been accuſtomed to make, and with half the number of ſervants, horſes, &c. She had brought them to that regularity, that ſhe could tell at any hour of the day on

what each ſervant was employed. They were under as good diſcipline as a regiment, or a ſhip's company, and as much under command; and the ſervants of this family were truly happy.

To effect this, ſhe would hire none that could not read, write, and keep a common account. When a ſervant came, ſhe had her whole rotine of buſineſs given her in writing, with full and particular directions of all ſhe was expected to do. Theſe rules were well ſtudied, and every method contrived to ſave time and eaſe labour, and ſhe had a week allowed her to get theſe rules by heart, nothing elſe during that time being required of her. When ſhe was miſtreſs of theſe rules, ſhe carried them into practice; and the leaſt deviation from them was an offence, and, if perſiſted in, the cauſe of diſcharge.

Though this work is not immediately addreſſed to thoſe who keep a great many ſervants, yet it may not be improper to divide it into heads under each office, which will be equally as inſtructive to thoſe who are obliged to employ ſervants in more offices than one. And in the remarks I have made, I beg it may be underſtood that I mean not to inſinuate that all ſervants ſtand in need of the directions I have given, or to be overlooked in the manner I have recommended. There

are,

are, doubtleſs, many valuable ſervants, both men and women, who need few directions; but it muſt be admitted, that as there are good and bad of all claſſes of men, that of ſervants falls under the ſame deſcription, and the advice here offered, is in caſes only of bad ſervants: for was a miſtreſs to be obliged to attend to every minutia here pointed out, her labour would be endleſs, and her taſk worſe than that of a galley-ſlave.

I will firſt treat then of the duty of ſervants in general, and next of the ſeveral departments of ſervants.

SERVANTS IN GENERAL.

It is the duty of all ſervants, as they receive their maintenance from their maſter, to be always in his intereſt, never to do him any injury themſelves, or connive at any injury done him by their fellow-ſervants, or others, but be as careful and frugal of *his* property as they would be of their *own*. I am perſuaded no ſervant ever ſaved his maſter ſixpence, but he found it, in the end, in his own pocket; for maſters, in general, ſoon diſcover ſuch conduct in a ſervant, and take ſome means to reward him; and if few are ſo rewarded, it is becauſe there are ſo few de-

ſerve rewards. The idea of being called a tell-tale, has occaſioned many a good ſervant to ſhut his eyes againſt the fraud of a fellow-ſervant; but ſuch ſervant ſhould conſider that, as in the eye of the law, a perſon ſtanding by and ſeeing a felony committed, which he could have prevented, is held equally guilty with the perſon committing it; ſo, in the eye of Heaven, a perſon privy to an injury done by a fellow-ſervant to his maſter, and concealing it, is equally criminal with the perſon who does the injury.

A ſervant likewiſe owes his maſter and the family the greateſt reſpect and attention. A faithful ſervant will not only never ſpeak diſreſpectfully *to* him, but will not hear diſreſpectful words ſaid *of* him, but ſhun the company of thoſe who think proper ſo to do. He will never, having committed a fault, and being charged with it, be pert or inſolent, and behave as if he was the injured perſon; nor will he tell a lie, or lay the blame upon the innocent; but if he committed the fault, acknowledge it, in order to remove ſuſpicion; and there is little doubt but that, if ſuch acknowledgement is attended with a promiſe to be more obſervant in future, it will be forgiven. Should he have broke any thing, and his maſter oblige him to pay the whole, or any part of the damage ſo done,

done, he ſhould rather acquieſce with this, than be wicked enough to tell a lie, or baſe enough to let the ſuſpicion fall on an innocent fellow-ſervant. I will venture to ſay, that where a ſervant is open and honeſt, and throws himſelf upon the good-nature of his maſter, he will fare much better than by endeavouring to conceal his faults by equivocating and lying; and ſhould a maſter even inſiſt on his paying once or twice for the damage, they are alwaysmore conſiderate than to impoſe too great a hardſhip on their ſervants, or thus take from them what they know they cannot afford to pay. I have known maſters, in ſuch a caſe, oblige ſervants to make good the whole loſs, and take opportunities at ſome future time, when they have experienced any inſtance of fidelity in them, to reward them two-fold.

Servants are never to ſuppoſe that their maſter can afford this extravagance or that; they don't know what he can afford. Many a man has been ruined by his ſervants; and if they value their maſter, or his ſervice; in ſhort, if they value his recommendation and their own character, they will be as careful of his property as they would be of their own; and if they ſee their maſter running out his fortune, will take care not to have it lie on their conſciences that they, by

by their waſte, in any ways contributed to his ruin. A ſervant who values himſelf, will endeavour to keep his place as long as he can; and when he *does* quit it, leave it with a fair character, and in a manner that his maſter will not only recommend him, but be a friend to him on any future occaſion: ſuch a ſervant will never want a place, and may meet with good offices from the families they have ſerved, when they leaſt expect it.

Whether ſervants are hired by the week or the year, their whole time is their maſter's; and if they wilfully waſte that time, by idly omitting what they are ordered to do, or by ſtaying longer on meſſages or errands than is neceſſary, it is as bad as picking their maſter's pocket; for it is robbing a maſter of that time the ſervant has contracted to give him, and for which he is paid. A tradeſman may, with equal juſtice, keep back part of the goods he ſells to a cuſtomer, as a ſervant take from his maſter that time he has agreed to take wages for, unleſs it is with ſuch maſter's conſent. Leave is light, and it ſhould always be aſked; and if refuſed, ſhould never be taken, but reſpectfully waited for, till ſome other opportunity.

If any part of a family diſagree among themſelves, a ſervant ſhould never interfere.

As

As a wife is bound in duty to obey the injunctions of her husband, should it so happen that a master gives a servant one direction, and the wife or mistress contradicts it, or gives counter-orders, it is the part and duty of a servant to tell his mistress, when she gives those counter-orders, that his master has ordered otherwise; and should these counter-orders be persisted in, it is his duty to obey his master rather than his mistress; such mistress being bound in duty and honour to obey her husband herself. And if it is thus requisite that a servant should obey his master, in preference to his mistress, much more is it his duty to obey him in preference to his children, or any other part of his family, even though he should have given the command of his servants to any part of that family; for he who is authorized to give that command, is certainly at liberty to revoke it, alter, or change it, when he finds it necessary.

So again, as in the absence of a governor of a fort, the command naturally devolves on the lieutenant or sub-governor; in the government and conduct of a family, when the master is absent, the chief person to be obeyed is the mistress, unless, in going out, he has given commands to the contrary. So likewise, where both master and mistress are

out,

out, the perſon they have left in command is to be implicitly obeyed. When I ſay *implicitly*, I mean in every thing that is lawful and honeſt; for no commands of a maſter ſhould induce a ſervant to break the laws of that ſtate he is obliged to obey himſelf: nor can I ſuppoſe a ſervant will be even put to the neceſſity of refuſing his maſter's orders; maſters being, in general, too conſiderate to give their ſervants improper commands.

Theſe obſervations being made on the nature of ſervice in general, I will proceed to more particular directions, adapted to all denominations of ſervants, whether men or women.

No ſervant then ſhould ſing, whiſtle, or talk loud, in the hearing of any of his maſter's family, nor make any other noiſe about the houſe, ſo as to diſturb; nor particularly ſhould the men and maids romp in the kitchen, unleſs they mean that the tables and chairs ſhould not have more than three legs each. Indeed every ſervant entering a room, where his maſter or miſtreſs is, ſhould tread lightly, and never ſpeak but in an under-voice. They ſhould go equally light, up and down ſtairs.

In entering a room, if they find the door ſhut, they ſhould always ſhut it, and not wait to do this, till they are leaving the room

room again. Whilſt ſpeaking to their maſter, they ſhould not keep the door open and fiddle with the knob of the lock, but ſhut it gently, by turning the bolt, and opening it again, when they retire. Nothing is more inſolent, or gives more offence, than ſlamming to a door. Quietneſs adds to the comfort of every family, and the more quiet and orderly ſervants are, the more they are valued.

Back-anſwers from ſervants are highly aggravating, and anſwer no good purpoſe. Let a maſter or miſtreſs ſcold ever ſo much, or be ever ſo unreaſonable; as a ſoft anſwer turns away wrath, ſo will ſilence, or a mild anſwer, be the beſt ſtep a ſervant can take. If a maſter is haſty, and has ſcolded without reaſon, he will ſoon ſee his error, and make ſome atonement; but if he does not, an inſolent reply in a ſervant may go near to loſe him his place: and if impertinent replies are bad, muttering on leaving the room, or going down ſtairs, is equally offenſive. It is only ſaying, I would be impudent if I dared: ſo is flouncing out of the room, or ſlamming the door after you.

Attentive ſervants will always come at the firſt call or ringing of the bell, tread lightly, and ſpeak in an under-voice, yet ſo as to be heard diſtinctly; and will not, if company

company is preſent, and they are to whiſper to their maſter or miſtreſs, thruſt their heads in their faces, or poiſon them with an offenſive breath.

To avoid any thing diſagreeable on this ſcore, ſuch as attend the room, will be always cleanly in their perſons, particularly in their feet, and on no account eat any onions, chalots, or garlick.

On entering or leaving a room, as I have ſaid, if a door is found open, it ſhould be left ſo; if ſhut, a ſervant ſhould ſhut it, both coming in and going out; not puſh it or pull it to, ſo as to make a noiſe, but by turning the handle. In ſhort, it ſhould be opened and ſhut ſo eaſy as ſcarce to be heard. A ſervant's uſual anſwer on being told to ſhut the door, is, "I am going out again immediately." This is an idle reply: the door ſhould be opened and ſhut every time a ſervant goes in and out.

A ſervant ſhould neither blow his noſe or ſpit in his maſter's preſence; and, if poſſible, neither ſneeze nor cough.

Though a ſervant be only hired to do any particular work, it would be inſolent to refuſe any little matters, though not in his own department. Thus it would give offence if a footman, being bid to drive a nail, ſhould ſay, he would fetch the carpenter:

or

or if a butler or maid-ſervant, deſired to ſhut the ſtable-door, was to reply ſhe did not underſtand horſes. Though ſervants, where many are kept, are generally hired for particular departments, yet in little matters it is their duty to be uſeful where they can.

When ſent of a meſſage, it is the duty of a ſervant to deliver it in the very words they were directed, and to be as expeditious as poſſible; the perſon ſending is generally impatient for an anſwer; and to tarry longer than neceſſary, is ſure to give offence. Beſides, it is robbing a maſter of his time: or, as I ſaid before, picking his pocket: and that whether a ſervant is hired by the day or the year. If a ſervant wants an hour or two to himſelf, or wiſhes to go out on buſineſs, or to ſee a friend, let it be aſked; to take it without leave, is a piece of inſufferable inſolence: boys may be induced to play by the way for want of thought; but for a grown perſon to act ſo, is unpardonable.

Servant maids, when ſent out in dirty weather, inſtead of pinning up their gowns, rather than be thought ungenteel, will draggle their tails, and clean them on the ſtaircaſe-carpet, by running up and down ſtairs in that ſtate.

Boys, now and then, will divert themſelves in childiſh actions, and will write their names,

names, &c. on the ceiling of the hall or kitchen with the ſmoke of the candle: theſe may be marks of a ſervant's learning, but they are greater marks of his folly.

The general place of rendezvous is the kitchen; there ſervants take the liberty to make as much noiſe as they pleaſe; to lay their complaints againſt a maſter and miſtreſs, before the whole fraternity, where they are ſure to be condemned and cenſured as a common enemy. Surely ſuch ſervants muſt be idle to ſuppoſe that, when they have committed a fault, and have been blamed for it, every fellow-ſervant will take part with them. Thoſe who are no better than themſelves may, but ſuch as value their places and their characters will ſcorn to do it.

When a ſervant is receiving directions, he ſhould be all attention, look in his maſter's face, and not leave the room, or his maſter, till he has heard the whole, or comprehends the directions given. If this was always done, there would not be ſo many miſtakes, nor would the ignorance of ſervants be ſo much complained of.

It is a great fault in a ſervant to go out and leave the houſe, in the abſence of the family; no plea of placing a perſon in charge of it is a ſufficient excuſe. A confidential, truſty ſervant will be more careful, if poſſible,

ſible, when a maſter and miſtreſs is out of town, than at other times; and when any perſons calls and leaves his name, they will take care to remember that name.

Of courſe, if any one calls, whether on a viſit or on buſineſs, they will not omit to mention it to their maſter on his return, and to relate the particulars to the beſt of their recollection.

If ſervants' candleſticks are broken, the expedients uſed to ſupply their place are many, and the abſurdity of ſuch expedients cannot be better expoſed than in Swift's own words, who had occaſion to point out this fault:—"You may conveniently," ſays he, "ſtick your candle in a bottle, a powder-"horn, an old ſhoe, a cleft ſtick, a piſtol-"barrel, an ink-horn, a horn-can, a tea-"pot, a muſtard-pot, a twiſted napkin, a "marrow-bone, or you may cut a hole in "the loaf, and ſtick it there."

Then as to putting out a candle, the expedients are alſo as many and humourouſly expoſed by the ſame gentleman: "You "may run the candle-end againſt the wain-"ſcot; you may tread it out; you may "hold it upſide-down, till choaked with "its own greaſe, or cram it into the ſocket "of a candleſtick; you may whirl it about "in your hand till it goes out; you may

"ſpit

" ſpit on your finger and thumb, and pinch " it out; when you go to bed, you may dip " it into the chamber-pot; the cook may " run it into the meal-tub, the groom into " a bin of oats, or a heap of litter; or you " may blow it out, and perfume the houſe " with the ſmoke."—Fie upon it!—Swift might well laugh and condemn all this. Every flat candleſtick ſhould have an extinguiſher; but if not, an extinguiſher ſhould be looked for and uſed: no candle will light well that is not ſo put out.

In carrying candles up-ſtairs, or about houſes, the perſon, if he wiſhes not to flare it, and drop the greaſe about, ſhould walk with it very ſlow, or ſhould carry his hand before the flame, that the air in moving may have no effect on it.

In houſes where ſervants are kept, there are proper conveniencies for every thing; and a good ſervant will uſe theſe conveniencies and no others. He will not ſtir the fire with the tongs, or the nozzle of the bellows, the handle of the ſhovel, the hearth-bruſh, or his maſter's cane. He will not duſt his ſhoes with a damaſk napkin, or the bottom of the window-curtain: nor will the cook tear a book, or uſe a piece of written paper to ſinge a fowl.

Now

Now I am on the ſubject of books and papers, a ſervant ſhould not preſume to take a book out of a maſter's room or library to read, nor take away or remove any paper that may lie about, without firſt aſking whether it is of any uſe. Many a valuable paper has been deſtroyed by the ignorance and careleſſneſs of ſervants.

I preſume no ſervants are ſo corrupt and diſhoneſt, as when laying out their maſter's money, to charge him more than they paid for it; to pay more than the market-price, in hopes of receiving preſents from thoſe they deal with; or when they are ſent with money, order it to be ſet down, and convert that money to their own uſe. This being felony, and puniſhable by the laws of this country, it does not fall within my deſign to dwell on this or other inſtances of fraud or diſhoneſty.

Having now ſpoken of the duty of ſervants in general, I will enter into that of particular ones, as far as may be ſuppoſed to come under the notice of houſekeepers, and will begin with the Cook: and herein I do not refer to men-cooks in opulent houſes, who have, perhaps, under their command an under-cook, a kitchen-maid and ſcullion, but to thoſe cooks whoſe department is the kitchen in general.

THE

The Cook.

Her office then is to keep this place, and its appendages and utenſils, thoroughly clean; and not only the place, but her perſon.

She ſhould not take ſnuff, ſhould have a clean handkerchief always in her pocket, have her hair tight put up, and by no means ſuffered to comb her head or dreſs it in the kitchen, unleſs you wiſh to have your meat full of hairs. She ſhould have a clean apron, clean hands, and clean nails, and be alſo clean in other parts of her perſon; and, when dreſſing her dinner, ſhould waſh her hands every time ſhe ſoils them. If ſome little allowance is to be made when ſhe is employed in ſcouring and other dirty work, ſhe ſhould never preſume to be otherwiſe when ſhe is dreſſing dinner or ſupper, or in an evening. To enable her to be ſo, it ſhould be ſeen, when ſhe is hired, that ſhe has a proper change of cloaths, particularly linen, and none engaged but what has. Their wages are generally large, and ſufficient to afford this. Servants generally put on their beſt cloaths when they offer their ſervice, but a clean miſtreſs will enquire into her wardrobe, and hire no ſervant that has not decent apparel. I ſhould be very cautious of

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engaging a ſervant dreſſed in gauze, curls and ribbands, but it is indiſpenſably neceſſary that ſhe ſhould have a proper change of linen and ſtockings, and, her gowns dark-coloured; otherwiſe ſhe will be filthy, or always at the waſh-tub, when ſhe ſhould be otherwiſe employed.

That ſhe may not wipe her hands on her apron, pocket-handkerchief or diſh-clout, and have no excuſe for dirty hands, a running jack-towel, on a roller, ſhould always hang in the kitchen, and be changed as often as is neceſſary.

For want of kitchen rubbers, or through lazineſs to waſh them, I have known a cook wipe the bottom of her diſhes, before ſhe ſent them up to table, with a table-cloth, or any thing that fell in her way; and bad as this practice is, it is better than ſending them up dirty or greaſy to ſoil the cloth above. A good houſewife will ſupply her cook with change of dreſſer-cloths to ſpread her diſhes on, when ſhe diſhes up her dinner, and there will be then no occaſion to wipe their bottoms.

Her coppers, ſtew-pans and ſauce-pans, ſhould be always bright on the upper rim, where the fire does not burn them; ſcouring them to the bottom is troubleſome, unneceſſary, and wears them thin preſently. They ſhould al-

ways be clean within, not wiped out with a greaſy diſh-clout, but cleanſed, by boiling wood-aſh lye in them, rubbing them afterwards lightly with the ſoft aſhes, and rinſing them with clean water. She ſhould take care not to rub off the tin that lines them. Many a heavy-handed cook will ſcour down to the copper in half a dozen rubbings. Tinning of coppers is expenſive, but neceſſary; copper and braſs having a poiſonous effect, and rendering the food unwholeſome; to avoid this they are tinned. Skillets, caſt in bell-metal, are moſt wholeſome, but are generally too heavy for uſe. Tin veſſels are lighteſt and ſafeſt, and if proper care is taken of them when cleaned, by far the cheapeſt: for the price of a tin ſaucepan, or boiler, is little more than the expence of tinning a copper or a braſs one; and if it laſts ſix months in frequent uſe, it is as long as the tinning of a copper one will hold. Caſt iron pots with feet, are the beſt things to ſet over wood-fires, but they are very heavy and troubleſome to move.

Nothing deſtroys tin veſſels ſo ſoon as ruſt, and by leaving them wet, it will ſoon penetrate through the tin to the iron, and ruſt them. To prevent this, after they are made quite clean and rinſed, they ſhould be wiped, and

and placed before the fire to dry, and thus put away.

If there is a ſilver-ſaucepan for kitchen uſe, it ſhould be kept bright and clean, as well outſide as inſide: ſuch things are ſeldom uſed but to melt butter, and therefore are not long enough over the fire to burn. Wriggling them in over a fire, by way of making them ſtand, or to obtain room between two other boilers, is the way to ſcratch and wear them; and battering and bruiſing them by falls, is the ready way to make holes in the ſides, for every time a bruiſe is beat out, the ſubſtance is the thinner. A very fierce fire will be apt to melt them.

Indeed no pewter or copper veſſels ſhould be ſet up out of eaſy reach: to this their bruiſes are often owing, from their frequent falls. Braziers are apt to make the handles heavier than the veſſels, and this, when they are empty, or have little in them, will overſet them. This defect ſhould be attended to when they are purchaſed. The ſize of the veſſels ſhould be adapted to the quantity they are wanted to contain. Too large a ſaucepan, may be as improper as too ſmall a one. A large ſaucepan, it is true, will boil a fowl as well as a ſmall one, but it takes up more room on the fire, and a larger quantity of water requires a ſtronger, and of courſe a

better fire to boil it, than a ſmaller quantity, and this occaſions a waſte of coals.

A kitchen-fire is a vaſt conſumer of coals, and where they bear a high price, it is an expenſive article in every family. Frugal houſekeepers are generally very attentive to this, and by the following care, a great ſaving of coals may be made.

Never to ſuffer in the kitchen a pair of bellows, nor permit the cook to take down the parlour ones. The nozel ſerves only to poke the coals into the aſhes, and the wind to blow the heat out of them. If the fire is ever to be blown, the bellows ſhould be held at a diſtance from the grate, in which caſe the air ſpreads, and the heat of the coals is not ſo much exhauſted. But if the cook begins to make her fire up, half an hour before ſhe wants it, it will draw up of itſelf, and burn much briſker than if blown.

A meat-ſcreen is a ſaver of coals; for a leſs fire will roaſt a joint of meat with a ſcreen, better than a larger fire without one.

I would by all means recommend a heavy poker, in the kitchen, which will prevent the eternal uſe of it, and the cook will not be able to burn the end of it out ſo ſoon. Cooks in general are dear lovers of the poker, and are fond of ſeeing it in the fire, where it ſhould not be, but at times. Beſides,

by

by frequent raking of the fire, the aſhes below will be half coals, and ſo ſmall, as to run through the ſifter, and be carried away to the aſh-heap. Such aſhes ſhould be made wet, and thrown up again, and the fire not ſtirred, till theſe, or freſh coals thrown on, are caked.

A frugal cook, one who is in her maſter's intereſt, will not make ſo large a fire for boiling as for roaſting; will leſſen her fire when her dinner is dreſſed, by taking off the upper bar of the range, and beating up the cheeks, and will ſift the cinders regularly every morning; thoſe who omit this, as well as thoſe houſe-maids, who never examine the duſt, before they carry it off, frequently throw away things in it of value, that may have been accidentally dropped.

To avoid this loſs, the ſink-holes ſhould have a grate before them, leſt in waſhing the diſhes, in the kitchen, a ſilver-ſpoon, or other thing be thrown or waſhed away with the water.

If the cook has uſed charcoal, when dinner is over, and any is left in the ſtove, unconſumed, if thoughtful, ſhe will not leave it there to waſte away, but will plunge the large pieces into a pail of cold water, to ſerve again.

It has been too long a cuſtom to give the cook the kitchen-ſtuff, that is, the waſte greaſe, as a perquiſite, and a bad cuſtom it is. It encourages her to over-roaſt and over-boil her meat, and to make waſte of butter, fat, and ends of candles, in order to fill the greaſe-pot: for, provided ſhe can ſell a pound of kitchen-ſtuff for two-pence, ſhe cares not if it coſts her maſter ſix-pence. It is moſt prudent to make her ſome ſmall allowance in lieu of it, otherwiſe ſhe may occaſionally enliven the fire with the dripping, or butter oiled, which may be converted to ſome more provident uſe. Many a time has a cook's reſpect to her miſtreſs's delicate ſtomach, cut off great part of the fat of a joint of meat, and all the fat from cutlets, and thrown it into the greaſe-pot.

It is incumbent on a miſtreſs to ſee that ſhe is careful about proviſions that are to be ſalted or dried, that ſhe makes no waſte, that her larder and pantry are always clean and cool, and that the meat, if it be carried a ſecond time to the maſter's table, is handſomely cut with a clean knife, the prime parts left, and the whole put away in a clean diſh. As an artful cook omits to remind her miſtreſs, when conſulting about dinner, of any thing nice that is left, it is proper that

that a miſtreſs, or her ſubſtitute, ſhould look daily into her larder and pantry.

A cook that is fond of delicacies, is as bad in a family as a ravenous cat or a hungry dog; a leg of a chicken is never ſent to table again; and if ſhe loves young peas, french beans and aſparagus, when a plate of either ſhall be worth a crown, in taſting them, to know whether they are ſufficiently boiled, ſhe will devour a third of them. Of all cooks keep me from a liquoriſh one, that has a favourite footman, or from one that loves ſtrong liquor; as the butler, or ſuch favourite, generally fare as well, if not better, than their maſter.

If ſhe is fond of ſtrong beer, or ſtrong liquor, ſhe is ſeldom without a morning attendant; this may probably be ſome poor woman who waſhes the ſtreet-door way for her or the houſe-maid, and who for fetching her a little aniſeed, before the family is up, will be rewarded with a lap full of proviſion.

It is imprudent to ſend a cook to market. Self-intereſt is much more perſuaſive than the intereſt of her maſter. It is an honeſt cook indeed, that will take pains to cheapen proviſions; they are generally in fee with the butcher, poulterer, and fiſh-monger, and

will give any price they aſk, rather than be out of favour.

If it falls to her department to draw the beer, or cut the bread for dinner, it ſhould not be done till dinner is ready to be ſerved up, leſt the one ſhould grow flat, and the other dry. Servants inſtead of cutting off for themſelves, the firſt ſlice of a loaf, which having been cut, is dry, or of part of a cold joint of meat, will carry up ſuch dry parts to table, that they may have the freſh themſelves. Without good looking after, there is great waſte of bread and beer, they will throw the pieces aſide, in order to give them away, and cut freſh pieces; and when they go to the tap, will draw more beer than they can drink, leave ſome at the bottom of the mug, and when they want more, will throw that remnant away and draw afreſh. Thus will ſome ſervants waſte almoſt as much as they drink.

If a cook, for want of keeping her larder or pantry-door ſhut, loſes any part of her proviſions, or ſuffers it to be gnawed, it is almoſt as bad as eating a ſweetbread with her favourite fellow-ſervant, and ſaying the cat ran away with it; ſuch an excuſe may do for once, or twice, but it is her miſtreſs's fault, if the ſame plea is uſed a third time.

Never

Never ſuffer a cook to ſpit ſmall birds on a large ſpit; nor let her argument that "if a "ſpit is ſtrong enough to roaſt a ſirloin of "beef, it is ſurely able to turn a lark," be an excuſe for her lazineſs, in not having a proper ſpit clean; nor let her, to avoid this trouble, roaſt them by laying them in the dripping, under any meat that is roaſting, and ſuffer them to be baſted by the fat of that meat falling on them. Spits ſhould always be wiped clean as ſoon as the meat is drawn from them, and whilſt they are hot, and then they will be always ready for uſe.

At all times of the day ſhe ſhould have a boiler of water hanging over the fire, or ſo cloſe to it, that the water may be conſtantly hot, for any purpoſe ſhe or the family may have occaſion. It will always be ready to fill water-plates in winter. To make theſe hot, the water ſhould boil, and the plates ſhould be quite filled.

When the knives and forks are brought down from table after meals, the blades (not the handles, the heat will looſen them;) ſhould be dipped into hot water and wiped, and never be put away for cleaning, till ſo done; otherwiſe they are liable to ſtain and ruſt, and a proper baſket ſhould be always kept for them. If thrown about, they will ſoon be injured. Ivory handles will ſtain, china

ones break, and ſilver ones bruiſe; and a blade once ruſted, will never become thoroughly bright again, but by grinding.

Where pewter is uſed, it ſhould be kept bright. After it is once well ſcoured, if the pewterer has not mixed the metal with too much lead, it is eaſily kept bright by a ſlight rubbing every day, and which ſhould never be omitted. A wiſp of ſtraw and a little ſand ſhould always be at hand, and then the trouble will be little. I have mentioned *ſlight* rubbing, for to ſee ſome ſturdy cooks labour at this buſineſs, rubbing the inſide of the plate with all her ſtrength, ſo as to bend the brims inward, we can only ſuppoſe that it is done to make them hold the more.

If you wiſh your jack to go well, it ſhould be kept clean, not ſcoured with brick-duſt or ſcouring-paper, to fill the cogs of the wheels with dirt and ſand; but oiled and well wiped; for if the oil is not wiped clean off, it will gather duſt every day; and to prevent this as much as poſſible, when done with, it ſhould be covered, and kept ſo. And I muſt here remind her not to leave the winder of the jack on, whilſt the jack is going, unleſs ſhe does it, as Swift ſays, that it may fly off, and knock thoſe troubleſome ſervants on the head, who will be crouding round a kitchen fire.

To

To ſave waſhing the kitchen, many a cook will ſtrew it with ſand: this is a bad cuſtom, it occaſions gritty duſt, and the maids and men will carry this ſand up upon the carpets with their feet.

To prevent ſoot's falling into the pot, the chimney ſhould be ſwept once in three or four months, and the cook, every morning before ſhe lights her fire, ſhould ſweep it herſelf, as far as ſhe can reach, with a birch-broom. Beſides this, it is neceſſary to ſave the danger of its firing, on which there is a penalty on the maſter, by act of parliament.

The ſalt-box, and candle-box, ſhould be always clean, inſide and out, and covered, the one to keep the ſalt clean, unleſs you would eat as much dirt as ſalt, and the other to receive the pieces of candles whilſt the candleſticks are cleaning; and as the former ſhould be hung up near the fire, to keep the ſalt dry, the latter ſhould be hung as far from it as poſſible, to keep the candles cool. Nothing dirty ſhould be dipped into the ſalt-box; nor any pieces of candle laid down on a duſty place.

Never ſuffer the bottoms of ſaucepans or kettles to be ſcraped with a ſilver ſpoon; nor ſhould a ſilver ſpoon be uſed in the kitchen at all. Wooden ſpoons are better. Many

a ſilver ſpoon have I ſeen with half the bowl rubbed way; and many a cook, ſo far from caring about it, has made herſelf merry on the occaſion, and ſaid, "this ſpoon owes my "maſter no ſervice."

If ſhe has the care of tubs or brewing veſſels, theſe ſhould be always kept clean ſcoured. Tubs that have the ſediments in them, ſhould be kept cloſe bunged and ſtopped; but air ſhould be admitted to ſuch as have been cleaned and waſhed out, by leaving out the bung. Without this precaution, the tubs will ſtink.

As the duſt-hole is in her precinct; if ſhe would be cleanly, ſhe muſt never ſuffer the heap to grow too large, but have it carried away often.

I will not enter into the profeſſion of a cook, there being many books on the ſubject, but I will take notice of a few things, which a good cook will attend to, and avoid.

Not to let a coal fall into the dripping-pan to ſmoak the meat.

Not to over-roaſt or over-boil her meat, nor to ſend it up half raw, but to dreſs her dinner by the clock; and if poſſible, do it ſo that the gravy ſhall be in, and the blood out.

Never to ſend up oiled butter, nor mixed with too much water or flour; the leaſt of either the better. Flour is only uſed to thicken the butter

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if made too thin with water. Butter may be even well melted without water, if the ſauce-pan is not put on too fierce a fire; water being only deſigned to ſave the butter from burning.

Meaſure and calculate the time that every thing requires doing; begin each thing at a time accordingly, ſo as to have all ready at the time appointed: for if one thing is obliged to wait for another, it will be either over-done, ſoddened, or cold.

Never boil meat in pump-water, if river-water can be got. Hard water diſcolours it.

That there may be no want of ſoft water, in towns where the water comes in but two or three times in a week, remember thoſe times, be ſparing of it at others, and never be out of water.

Never cut bread, apples, or other things, with the knife with which you have cut an onion, unleſs you mean to give it the taſte of onion. Always wipe a knife as ſoon as you have done with it, nor ever lay it down in a wet place, unleſs you mean to ruſt it. Vinegar or lemon-juice will corrode or gnaw iron ſo faſt, that if left to dry on the blade of a knife, ſcarce any thing will get out the mark but grinding it, and ſometimes not even this.

In

In roaſting a long joint of meat, take care the ends are done equally with the middle.

If you are to ſend up a baſon of broth or gruel in a morning, don't ſend up a pinch of ſalt on the ſide of the plate, taken up with your thumb and finger; they may not chance to be clean; nor, to avoid this, lick them clean firſt. Send it up in a ſalt-cellar.

Don't uſe the great coals in the kitchen, where ſmall coals will make as good a fire, but reſerve them for the fire up-ſtairs.

Suit your diſhes to the meat they are to hold, and not ſend up a large joint in a ſmall diſh, nor a ſmall one in a large diſh.

Waſh your diſhes immediately after dinner, and ſet your kitchen to-rights as ſoon as poſſible.

When you put a thing out of your hand, always place it far enough on a table or dreſſer, to put it out of danger of falling, or being whiſked down.

Before you ſend up your diſhes to table, always wipe the bottoms of them, that they may not ſoil the table-cloth; but this I have already hinted.

THE HOUSE-MAID.

In her department, or office, there are many things to be attended to.

She is to be cautioned never to leave a pail of dirty water with the mop in it, a coal-box, a broom, a chamber-pot, or other unſightly thing, on the ſtairs or landing-places, to offend the eye, or cauſe perſons to fall over: nor, when ſhe has ſwept the rooms, to leave the duſt or dirt, with her broom or bruſh over it, in any corner, or without the chamber-doors.

In all her ſcourings the laſt thing ſhe ſhould do, is to waſh the part ſcoured with clean water, and dry it with a clean rubber.

In carrying up water or coals, or bringing down dirty water, or aſhes, ſhe ſhould take care not to ſpill any on the ſtairs.

The indulgence of miſtreſſes has introduced the uſe of mops and long-handled ſcrubbing-bruſhes; ſuch things may be uſeful to clean under beds that cannot be moved; but the floors are never thoroughly cleaned by ſuch utenſils. A mop generally leaves ſome of its wool behind it, and with long ſcrubbing-bruſhes, acting only in certain directions, the boards are ſeldom cleaned, a ſpot frequently requires circular rubbing, &c. A cleanly girl and induſtrious houſe-maid will never ſpare her labour, but ſcour the floors, as ſhe does the ſtairs, upon her knees, and never leave her ſoap in the water.

She will put nothing dirty into a chair to

ſoil

ſoil it, nor any thing rough on a table to ſcratch it.

In cleaning a room, ſhe will not content herſelf with ſcouring the floor, but ſhe will clean alſo the ledges, and every part of the room that holds or gathers duſt. When the floor is cleaned, ſhe will not leave the marks of her mop, or rubber, on the ſkirting-boards. She will alſo ſcour the doors, where the hands lay hold of them, brighten the locks and keys, but not cram them with brick-duſt, nor rub off the paint round them with too heavy a hand. She will alſo keep them oiled, and alſo the hinges of all the doors that they may not creak, and before ſhe leaves them, will remove any filth they may have received in ſo cleaning: in waſhing the upper-room floors, ſhe will be careful not to make ſo much ſlop as to run through the floor and ſtain the ceiling below.

She will not take up the aſhes in a ſieve, to ſcatter them all the way down-ſtairs, nor break the large coals on the marble hearth; but will be careful not even to tread on fine poliſhed hearths, leſt ſhe ſhould ſcratch them; much leſs will ſhe put down the coal-ſcuttle, aſh-box, or other rough things, upon them. Before ſhe proceeds to clean the fire-place, ſhe will put the carpet back, lay a cloth, or mat, over the hearth, and then

then proceed to ſcour the grate and irons; will not leave the tongs or poker oiled, ſo as to dirt the hands of thoſe who uſe them; will not ſweep the fire-place with the bruſh hanging in the room, nor uſe the room-bellows, but leave the handles, &c. of both clean, and fit to uſe. After blacking the inſide of the fire-place (and laying the fire, if in winter), ſhe will clean the chimney-piece and hearth daily in the following manner. By ſoaping the palm of her hand, wetting the marble with water, and rubbing her hand over it; being thus thoroughly cleared from greaſe and dirt, the whole is to be waſhed with clean water (a ſpunge is a good thing for this purpoſe), and dried with a ſoft cloth. Even bruſhes are apt to take off the poliſh.

In removing and duſting the ornaments on a chimney-piece, ſhe will be cautious, whilſt ſhe is doing a little good, not to do a great deal of miſchief.

When a room is duſted, ſhe will, with a long broom, ſweep the cobwebs from the corners of the ceilings and of the windows, but not with a wet, dirty broom, to leave more filth than ſhe removes; and in doing this, will take care not to break a glaſs, or the windows, injure a picture with the handle of her broom, or knock off any of the

the carved ornaments of the glaſſes or cornices. No ſoap-ſuds ſhould be applied to paintings, or gilt ornaments, it will be apt to take off the paint or gilding. This will alſo teach her not to let the ſoap lie on any part of the window-ſills, or other painted place.

Furniture ſhould be rubbed daily, if it is expected to carry a gloſs and look well. Hard rubbing is not neceſſary, but quick, till the part rubbed is warm; this, after the wood is waſhed clean, if rubbed long enough, will remove all ſpots that are not indelible ſtains. Dropping a little aqua-fortis will take out an ink-ſpot. The method is this: let the aqua-fortis lie on the ſpot till it diſappears, then waſh it off well with water; it will lighten the colour of the wood, but a little of the oil mentioned below, and good rubbing, will ſoon bring it to its former colour.

Bees-wax is a bad thing to rub mahogany with; it makes it ſhine, but every thing that rubs againſt it afterwards leaves a mark. Oil is beſt; and the following beſt of all. Take a quart of boiled linſeed-oil, two-pennyworth of alkanet root, and one-penny-worth of roſe-pink; the whole will coſt eighteen-pence, and yet laſt a long time, and may be bought at any colour-ſhop; boil them

them together, but take care it does not boil over, or it may ſet the houſe on fire. Furniture ſhould be oiled with this only once a week, and with a woollen rag (not linen); the leſs oil you put on the better, or it will ſmell ill and be clammy: when oiled, it ſhould be rubbed off, ſo as not to leave the leaſt clammineſs. By the conſtant uſe of this oil, and good rubbing every day, well-poliſhed mahogany will look in a few days like marble, and have as gloſſy and ſmooth a ſurface as glaſs. Its beauty and pleaſantneſs to the touch, amply compenſates for all the trouble.

A careful houſe-maid will be tender with ſlight furniture, and not rub it till ſhe breaks it. I have ſeen a ſtrong, country wench, from a conception that hard rubbing is neceſſary, raiſe a cabriole chair on one leg, and in order to rub the oppoſite leg, lean on it with that force as to make the whole frame crack; and rub a ſlight table till it has given way under her heavy hand. I ſay it again, mahogany does not require hard and violent rubbing, but briſk and ſlight, yet ſo often repeated, that the part rubbed ſhall grow warm under the hand. In moving a table, it ſhould never be lugged or lifted by the leaf, but always by the frame; the hinges of a table being too ſlight to ſupport the weight of

of it. The frames and legs of tables and chairs ſhould be rubbed to the bottom; and in oiling ſtuffed chairs, care ſhould be taken not to oil the coverings.

If chairs are covered with any thing like worſted, they ſhould be bruſhed with a clean bruſh, (ſo ſhould the cloth coverings of card-tables) if covered with linen, they ſhould be whiſked, if with ſilk, wiped with a clean ſoft cloth. The whole ſhould be done with clean hands, and a clean apron; nor ſhould any thing that will ſoil them be laid on them; nor ſhould the perſon cleaning them, preſume to ſit down in one. Indeed, where the chairs are covered with any thing but looſe waſhing covers, they ſhould be covered whilſt the room is cleaned, or be removed into ſome other room.

In cleaning the carpet, a careful ſervant will not ſweep it with a birch-broom, but with a ſmall twigged whiſk, or a carpet broom. This done, ſhe will turn it up all round into the middle of the room, and having ſprinkled the floor with water, ſweep away all the duſt from under it. During this duſting and ſweeping, the windows ſhould be opened. Nothing ſpoils a carpet ſo much as mopping, when full of duſt; and nothing wears it ſo faſt as ſweeping it with a birch-broom, as ſome ignorant wenches are accuſtomed to do.

After

After ſuch an operation, look into the room, and you will ſee the floor covered with flick, which is that ſoft pile that conſtitutes the beauty of the carpet.

Stair-caſe carpets ſhould be ſo whiſked; and the houſe-maid ſhould never go up or down the ſtairs, but ſhe ſhould adjuſt the carpet, if neceſſary, fit the wires properly, and pick up any thing that may appear to litter the carpet.

The order in which the above things are to be done, is as follows. Go up with clean hands, open the windows, whiſk the carpet, then turn it up all round into the middle, let down the curtains, whiſk them, and draw them up again. This done, take away the aſhes from the fire-place, ſprinkle the room, ſweep it, and then duſt the furniture and room. In ſweeping the room, don't whiſk your broom, this will raiſe the duſt, and you will ſoon be in a cloud, but ſhove the broom on before you, and raiſe it from the ground lightly, and then ſweep the part a ſecond time. After duſting the room, ſcour the fire-irons, bellows nozel, locks, &c. then proceed to clean the chimney-piece, next the glaſſes, windows, and chimney ornaments, bruſh the card-tables, ſcour the room when neceſſary, and laſt of all rub the furniture. When the floor is dry, replace the carpet, gently,

gently, ſo as not to make more duſt, and put the furniture in its proper places.

In a ſimilar manner is every room in the houſe to be cleaned. All ledges and places where the broad bruſh cannot be uſed, ſhould be ſcoured with the end of the bruſh which is ſet with hair for that purpoſe. Looking-glaſs, and picture-frames ſhould be bruſhed with a ſoft painter's bruſh, and the plates cleaned; not with whiting as they clean windows, but with water and a ſoft cloth, and rubbed gently, till all dullneſs is removed.

That ſhe may not have any excuſe for ſtanding up in the chairs, to duſt any part out of her common reach, it will be proper to provide her with a pair of light ſteps, a little higher than a chair, which ſhe ſhould bring up and take down with her.

A cleanly houſe maid will alſo keep the windows clean within her reach, and ſcour the ſills on the outſide; and it generally falls to her lot, if living in a town, to clean the door-way and pavement in front of the houſe, and keep the knocker bright. In Holland, the girls every morning, before the family is up, are employed in this office, and pumping up water from pails againſt the outſide of the parlour and firſt-floor windows, and ſweeping the glaſs with long-handled, hair brooms. By doing this daily, the trouble is little, and the

the windows are always bright. A good cuſtom, that ſhould be adopted in this country.

If the houſe-maid lays the chamber-fires in winter, the following is the method of doing it, and a fire ſo laid, will burn up freely without the uſe of a pair of bellows. The grate ſhould be firſt cleared, by taking the cinders out with the hand, ſo as not to break them, and raking out all the aſhes. To lay the fire afreſh, a few middling ſized cinders ſhould be ſpread at the bottom of the grate, on theſe ſhould be placed a piece of paper, next over the paper ſome few ſhavings, over theſe, ſome ſmall ſticks, ſuch as the ſhavings will kindle; over theſe ſome larger ſticks of different ſizes, ſo as to fill the boſom of the grate; over the whole ſome of the ſmall cinders ſhould be ſtrewed with the hand, and next the larger ones properly placed, ſo as to cover all. This done, ſome ſmall round coals ſhould be put in, and laſt of all, a ſhovel or two of ſmaller ones. I ſay a ſhovel or two, for if too great a weight of coals is put on at top, when the wood burns freely and gives way, the ſmall coals, if too heavy, will break down before they are kindled, and put the fire out; but a fire laid as is here directed, will burn up freely, and well, without the trouble of attending it more than once to ſee the

the ſtate of it, and add more coals if neceſſary. Fires ſo laid, may be lighted at any time.

One would not ſuppoſe it neceſſary to caution a ſervant, againſt dropping the candle-greaſe up the ſtairs as ſhe goes; but they have an art of leaning the candle, as they aſcend the ſtairs, and you may trace ſuch a careleſs wench, all the way up, by the greaſe ſhe leaves behind her. If this is dropped on a ſtair-caſe carpet, it is carried by other feet, on the carpets within the rooms.

In cleaning the ſtairs, a good houſe-maid will not forget to ſcour the wainſcot, ſoiled by perſons rubbing againſt it, and ſuch of the banniſters as are caught hold of by the hand, and the rail all the way down.

It is the part of the houſe-maid to keep the coal-ſcuttle clean. If filled with coals, they ſhould be ſprinkled with water, it will make them burn the better.

As cleaning the Neceſſary alſo falls to her lot, ſhe ſhould remember to ſweep it daily, and ſcour it twice a week; and this ſhould be done at night after the family is gone to bed, that it may be dry in the morning.

In waſhing the paſſage, or any of the rooms towards the ſtreet, over-night, never throw any of the water out at the ſtreet-door. In winter

winter-time it will freeze before morning, and endanger the limbs of paſſengers.

If your maſter, or miſtreſs, go into the country, for a week, or more, take that opportunity of cleaning their apartments thoroughly; but ſet about the buſineſs as ſoon as they are gone, that they may be dry, and fit to receive them, on their return.

The laſt thing you do at night, look into the ſeveral rooms, ſee that the ſhutters are properly faſtened, that the fires are carefully out, not by throwing water on them, to injure the ſtoves; take care that no cat, or dog, is ſhut up in a cloſet, to make a noiſe at night; leave no ſuch animal in any room to foul it, ſhut the doors, and when you go to bed, be very careful in putting the candle properly out, placing a tinder-box, in complete order, in a part of the room where you can put your hand on it in the dark.

If it falls to the houſe-maid's lot to clean the candleſticks, ſhe ſhould, when cleaning, look up all that require cleaning, and ſcour them all at the ſame time, and never think of uſing a dirty one. She ſhould never omit to get the tallow clean out of the nozels; and, in order to do it, not poke them into the fire, or lay them over it to unſolder them, but dip the nozels into hot water: this will ſoon fetch out the greaſe; and do the candleſtick no injury.

The Chamber-Maid.

Her province lies chiefly in the chambers, or bed-rooms; and the following is her employ.

As ſhe is ſuppoſed to be the laſt perſon of the family in bed, we may allow her to be the laſt ſervant in the morning up. She ſhould riſe, however, early enough, before the family riſes, to clean her own room, make her own bed, and thoſe of her fellow-ſervants, if that buſineſs falls to her lot; ſweep, duſt, and prepare the dreſſing-rooms; make herſelf fit to be ſeen; get her own breakfaſt, make ready that of her miſtreſs, and attend her at the appointed hour.

Whilſt her miſtreſs is at breakfaſt, ſhe ſhould take an opportunity to go into the ſeveral chambers that have been ſlept in, open the curtains, throw up the ſaſhes, make the beds, and put the rooms in order.

To do this, ſhe ſhould take up with her two pails; one full of clean, ſoft water, and one empty, to bring down the chamber-lye. This laſt pail, like the other, ſhould be kept always clean, but appropriated to no other uſe. The bottles, baſons, and chamber-pots, being emptied into the vacant pail, ſhould be well waſhed, thoroughly rubbed, cleaned and

and rinſed, with the water from the bottles, and then wiped dry; and the bottles filled again from the pail of clean water. Never preſume to throw any foul water out of the window; nor take any bottle, baſon, or chamber-pot, down ſtairs, not even out of the room, much leſs ſet them on the landing-place without the door, or on the ſtairs; for nothing is ſo unſeemly and offenſive to the eye as this: and never leave a piece of wet ſoap on any mahogany, or painted boards, as it will ſtain mahogany, and take off paint. In froſty weather, no water ſhould be left in bottles, &c. as frozen ice will break the veſſels.

Whether a chamber-maid thinks the night-ſtools have been uſed or not, it is her buſineſs always to look, and never omit it.

Every utenſil in the chamber being cleaned, and the pails carried down again, but without ſpilling their contents in her way, ſhe is to take up her broom, rubbers, &c. and a jug of ſpring-water, to fill the ſpring-water bottles, if ſuch are in uſe; and, if in winter, her materials to clean the grate, and lay the fire; in doing which, ſhe is to make as little duſt as poſſible. Many a chamber-maid, in good morning ſpirits, will, in ſweeping a room, whiſk her broom about, till ſhe is in a cloud of duſt. After having taken away the aſhes, cleaned the grate, and laid her fire, as di-

rected in the office of the houſe-maid (*which ſee*), her next buſineſs is to waſh her hands, put on a clean apron, that ſhe may not ſoil the curtains, or bed-linen, whiſk the bed and window-curtains; then turn up the curtains and valance of the bed, remove the bed, ſprinkle the room with water and ſweep it, lifting the broom gently every time from the ground, that the duſt may not riſe with it. If the bed is fixed, ſhe is to ſweep under it, and mop it with a wettiſh mop; this being the beſt preſervative againſt fleas.

This done, the bed ſhould be opened, in order to be aired; if the blankets are troubled with fleas, they ſhould be looked for and killed; the bed ſhould be left open, whilſt ſhe bruſhes and folds up her miſtreſs's night-clothes, and carries away ſome of her litter. On her return, ſhe is to make the bed, ſhake it well, and remove every appearance of a knot in the feathers, and lay the clothes juſt in the ſame manner as they were laid the day before, unleſs ordered to the contrary. If ſhe requires the aſſiſtance of a fellow-ſervant, in ſhaking the bed, I preſume it is unneceſſary to ſay, it ſhould not be that of a man-ſervant: a buxom wench has been known to aſk a favourite footman to aſſiſt her, and the requeſt has been attended with bad conſequences to herſelf. The bed being made, the room ſhould be

be thoroughly duſted and ſet to rights, every thing put in its proper place, the chamber-pots under the bed, but within the valance, ſo as not to be expoſed to the eye; the furniture rubbed (ſee how in the Houſe-maid's office), the towels dried or changed for clean ones, and her miſtreſs or maſter's morning or night-cloaths properly prepared, folded and placed. Pillow-caſes ſhould never be faſtened on with pins, much leſs with large ones.

If neceſſary chamber-veſſels muſt be carried down, it ſhould be at a time when no one is expected to meet the perſon carrying them, in her way; and they ſhould always be covered, and concealed from the eye.

Some maids, in ſweeping their miſtreſs's room, rather than ſtoop half a dozen times, will ſweep every thing before them, foul linen, handkerchiefs, pin-cuſhions, tea-ſpoons, ribbands, ſlippers, &c. into a corner, and pick them up in a lump; and others will, ſweating in hot weather, whilſt ſhaking the bed, wipe their faces on the ſheets. This is as bad as combing their heads in the room with their ladies' combs, waſhing with their ſoap, wiping with their towels, wearing their linen when thrown off, making free with thread, pins, &c.; or making uſe of their maſter's razors, to cut their corns. The bare men-

tioning of ſuch things will diſguſt a good ſervant, and deter her from it. Indeed, no ſervant, of any denomination, who values her place, will preſume to make uſe of any article in the houſe, but what belongs to herſelf, whether ſuch uſing injures it or not. Liberties of this kind will be ſure to give offence.

When ordered to lock or unlock any door, cabinet, or drawers, be careful to make uſe of the right key; and if, by chance, you ſhould put in a wrong one, and find it not turn eaſily, never attempt to force it: if it does not turn very eaſy, try another. Forcing a lock, is the ready way to break it.

In locking up a ſilk gown, or a laced apron, no part ſhould be left hanging out of the drawer; care ſhould be taken to place it ſo far within, that the bolt of the lock does not make a hole in it.

Whoever is appointed to ſcour the locks on the chamber, or other room-doors, whether the chamber-maid, or houſe-maid, if keys are left in ſuch locks, damp weather will ſometimes ruſt them; to prevent this, when the lock is ſcowered, the key ſhould be taken out and rubbed, and put in again.

The windows of a chamber ſhould be kept open all dry days to air the room, and never ſhut down till duſk, except in wet days in winter;

winter; and even in ſuch days, the ſaſhes ſhould be thrown up in the middle of the day. Too much air cannot be given, provided the damp is not let in. But the chamber-pot ſhould not be left in the window-ſeats, as it is unſightly; nor ſhould any cloaths, books, &c. be left there, leſt it ſhould rain, and the wet come to them.

If a chamber-maid is employed to ſpread bread and butter for tea, it is not neceſſary that the mark of her thumb ſhould be imprinted on the end of every ſlice; nor that ſhe, on quitting the loaf, leave all the holes full of butter.

Every time ſhe attends a fire, ſhe ſhould not only repair it, but ſweep up the hearth, and ſet it to rights.

Whether a miſtreſs or maſter dreſſes in the chamber, or a dreſſing-room, it is the chamber-maid's buſineſs to go into ſuch room, as ſoon as left, ſweep it, duſt it, and ſet it to rights, that it may be fit to receive them again at night.

An hour or two before bed-time, ſhe ſhould attend to the dreſſing-rooms and chambers (if in winter, light the fires, and keep them up; looking in occaſionally to ſee no accident happens, particularly ſhutting out the cat), take care, before the ſhutters are barred, that the ſaſhes are cloſe ſhut down, and that every neceſſary

neceſſary utenſil is in its place. She may as well not put the chamber-pot in the room, as put it under any part of the bed, but the place it is expected to be found in. This ſhould not be truſted to, but *ſeen*. The chamber candleſticks ſhould be clean, the candles put neatly in, and even, and the extinguiſher not forgoten.

If ſhe warms the bed, there is a peculiar art in doing it well. None but the fierce, pink, clear coals, without the leaſt ſmoke, ſhould be put into the pan; no dirt, aſhes, or any heavy coals, to increaſe the weight of it: it ſhould be carefully wiped from duſt, above and below, and when put into the bed, ſhould be kept by the hand up againſt the upper clothes, and not ſuffered to flatten, or preſs the bed. The coals ſhould not be hot enough to ſcorch the ſheets, and yet be ſufficiently hot to warm the bed, without letting the pan reſt in any particular ſpot. When removed from the bed, it ſhould be ſet down in the chimney, whilſt the clothes are tucked in. Setting it down on carpets, or boards, is dangerous.

Let her go as often as ſhe will into her miſtreſs's chamber, if ſhe ſees any litter, ſhe ſhould remove it; and clean the baſon, and chamber-pot, if they have been uſed.

When

When a maid has once left her miſtreſs's room, and her miſtreſs in it, ſhe ſhould not preſume to enter it again, without knocking at the door; unleſs rung, or called, for.

Should a chamber-maid be rung for in the night, ſhe ſhould fly to the room, with all ſpeed, as ſoon as ſhe hears it, and take her tinder-box with her. She may not be aware of the conſequences of a moment's delay. Many a life has been loſt by the night-mare, for want of momentary aſſiſtance; and a perſon who has juſt power to ring the bell, may be ſuffocated, whilſt a maid ſtays to rub her eyes, light her candle, or adjuſt her cap. Her tinder-box, of courſe, ought to be in good order, and near her bed-ſide.

Though it is particularly incumbent on a chamber-maid to keep herſelf clean and tight in her perſon, it is nevertheleſs the duty of every ſervant in the houſe to do the ſame. Wages are now large, and it will afford a ſufficient change of dreſs. If a ſervant has dirty work to do, ſhe ſhould be dreſſed accordingly, but ſhould, nevertheleſs, be tight and decent; and, when that work is done, change her dreſs, and appear clean and creditable; always having a coarſe apron to ſlip on, ſhould ſhe be obliged, after ſhe is clean, and better dreſſed, to employ herſelf in work that will ſoil, or ſpoil her cloaths.

THE

THE LAUNDRY-MAID.

I ſhall not preſume to direct this woman in her office, but to point out a few inſtances, where ſhe will, without thought and care, do a great deal of miſchief; and it is, therefore, incumbent on her miſtreſs to look into it.

Her firſt buſineſs, when ſhe receives her linen, is to ſort, count, and ſet it down; and take care, when ſhe has completed her waſh, to return all ſhe received.

When in her poſſeſſion, ſhe ſhould lay none of it careleſsly down, where there is any kind of iron, leſt it ſhould get iron-moulds; and ſuch articles as have any ſuch ſpots, or ſtains, that can be removed, ſhould be clean got out, where it is poſſible to do it.

If ſhe knows her buſineſs well, ſhe will examine the tubs, and ſee there are neither nails nor ſplints, to ruſt or tear the linen; ſhe will waſh every thing clean, and give it a good colour, but without rubbing it more than is neceſſary; nor will ſhe rub old things, and fine linen, with any degree of violence, but be careful that, whilſt ſhe waſhes it, ſhe does not tear it.

Many a good waſher has, for want of care in drying and getting linen up, reduced herſelf

to

to the neceſſity of putting it into the tub again.

Such as dry their linen abroad, ſhould remember not to hang it out, if poſſible, but in a dry, calm day; for the wind will often, by violent ſhaking, flick out the corners of ſheets, table-linen, and other things; nor ſhould they hang fine, or tender linen, on hedges, or buſhes; if they do, they ſhould be cautious in taking it off again. I have ſeen wenches ſo active in this buſineſs as to whiſk it off from the thorns, and rent it in ſo doing. Nor ſhould they, in the ſpring of the year, ſpread their linen on young fruit-trees in bloſſom, leſt they ſhould break the young ſhoots, and beat off the bloom.

Never let your linen hang out after dark, unleſs you mean to have it ſtolen. If linen lies together wet for too long a time, it will mildew and ſpoil.

Without plenty of water, no linen can be made thoroughly clean; it ſhould be the laundry-maid's ſtudy, therefore, where water is ſcarce, to make a proper proviſion of it.

In ſtirring the linen, whilſt boiling in a copper, care ſhould be taken not to tear it by the uſe of a rough ſtick, or one that is ſplintered; and the copper ſhould be full of water, leſt the fire ſhould riſe high on the ſides near the copper, where no water can reach, and ſcorch any part of the linen that touches it.

A ſuf-

A ſufficient quantity of ſoap is neceſſary on theſe occaſions; but it does not follow, that there ſhould be any waſte; nor is it requiſite, when the waſh is over, that pieces of ſoap ſhould be left in the water.

In ironing the linen, the laundreſs ſhould not preſume to paſs the iron over any part of it, till ſhe has firſt tried its heat upon ſomething of little value; ſhe will then have no occaſion either to rub it with chalk, or flour, to conceal the part ſcorched; and to waſh it to rags, in hopes of getting it out.

If ſhe uſes rain, or river-water, that is not perfectly bright and clear, it ſhould always be put into tubs a day or two before, that it may ſettle. She ſhould, at leaſt, do ſo with that water with which ſhe ſeconds her cloaths, and rinſes them.

Some ſervants will get up a waſh with half the quantity of coals that others will uſe. Cinders, almoſt any thing will burn in a well-drawing copper-ſtove (and if the ſtove does not draw well, it ſhould be made to do it); and then ſuch refuſe ſhould be reſerved for this purpoſe; at leaſt, in places where coals are dear. When once a copper boils, very little fire will keep it boiling.

As it may be unneceſſary to ſay the cloaths-lines ſhould always be kept clean and well wiped, before any thing is hung on them, I will not dwell on it.

THE

The Dairy-Maid

Has generally the care of the poultry, as well as the cows; and there are a few particulars, in which the miſtreſs's eye is here requiſite.

Cows require gentle treatment; ſhould always be milked at a regular hour, morning and evening; never later, in ſummer evenings, than five, that they may have time to feed, and fill their bags by morning; and, when milked, their udders ſhould be well emptied.

Cows, with ſore teats, if roughly handled, will wince and kick; and, if ſhe who milks them is not very tender, ſhe will not only go a fair way to have her pail kicked down, but to ſpoil a cow; for having it in their power to withhold their milk, if, through a difficulty of getting it from them, they leave their udders half full, their bags will ſoon knot, get hard and ulcerous, or they will loſe their milk, till they calve again; beſides, not treating a cow gently, will be a means of making them wild and ungovernable.

When ſhe brings her milk in, ſhe ſhould ſtrain it well, and not empty it into any pans that have not been boiled, and put out into the air to dry. The common brown earth

milk-pans are very porous, and will, by conſtant uſe, hold ſufficient cream, though inviſible to the eye, to turn ſour and putrid; and this will often ſour and ſpoil the milk. Leaden troughs, or white-ware pans, are ſweeteſt; but if brown ones are uſed, they ſhould daily be boiled in a copper, and ſweetened in the air: no ſcalding is ſufficient to cleanſe their pores thoroughly.

Indeed, all dairy-utenſils ſhould be kept exceedingly clean, and well aired; and not only the utenſils, but the dreſſers, ſhelves, walls, and floor of the dairy; and, to render them cool in hot weather, they ſhould frequently be ſluiced with cold, clean water.

If butter is expected to be fine, and well-flavoured, the cream ſhould not be kept long enough to get any degree of putridity: a week is by far too long to keep cream in ſummer-time; and the veſſels in which it is kept, ſhould, when emptied, be well boiled, and aired.

When ſhe makes up her butter, ſhe ſhould have clean hands and nails; and the dairy-maid ſhould not only be cleanly in her perſon, but ſhould have plenty of pocket-handkerchiefs, and, if ſhe ſweats, not wipe her face in the cheeſe-cloths. She ſhould not be one who takes ſnuff; and that ſhe may have no excuſe for not waſhing her hands often, a jack-

jack-towel and roller, and ſoap ſhould be always at hand.

It is a lazy practice, when butter does not come readily, to put hot water into the churn, or churn by the fire-ſide. It only requires patience; be aſſured, it will come at laſt.

Dairy-maids have a trick of blowing the pats of butter they make, from the print; and the turners favour this naſty cuſtom, by boring a hole through the handle of the print for that purpoſe. This is by no means neceſſary; if there is plenty of cold water, and the print is dipped into it before the pat is preſſed on the print, it will readily ſhake off.

The ſkimmed milk ſhould not be ſuffered to ſtand in the dairy till it ſours; it will infect the air, and taint the freſh milk.

The poultry-yard, and the places where they rooſt, cannot be kept too clean: on this depends the health of the fowls. Indeed, if poultry has not a very extenſive run, in a few years, the very ground will be ſo infected with them, that the chicken will die, notwithſtanding all the care that is taken of them. In ſuch a caſe, the breed ſhould be

changed: another breed will feel no inconvenience from ſuch infected ground. They ſhould be fed, at regular hours, twice a day, as ſoon after ſun-riſe as can be conveniently done; and at two o'clock in the afternoon; and they ſhould always have plenty of clean water in their drinking-troughs, and clean ſtraw in their neſts.

Their neſts ſhould always be kept clean, and diſtinct from each other, that the hens may never fight; and, when laying or ſitting, they ſhould not be diſturbed.

Chicken put up in a coop to fatten, ſhould have food given them after dark, that they may have plenty to eat as ſoon as it is light. They ſhould be kept warm, in a gloomy place, undiſturbed; have always meat and water before them: their dung ſhould be removed from underneath the coop daily; and they never ſhould be ſuffered to fight: ſuch as do, ſhould be parted.

Poultry ſhould be picked whilſt warm, that is, as ſoon as dead. At this time the feathers come off beſt, and care ſhould be taken that the ſkin is not torn (which is apt to be the caſe, when warm), by not pulling too many feathers at once. The perſon picking, ſhould not be impatient; and they ſhould be picked with their heads hanging down, that the warm blood may ſettle in the neck.

A dairy-

A dairy-maid ſhould endeavour to keep ſuch an account of the quantity of butter ſhe makes, and the diſpoſal of that, the milk, the poultry, and their eggs, as to ſatisfy her miſtreſs, on enquiry: for this purpoſe, ſhe ſhould be able to keep a common account; ſhe then might have a book, and theſe articles might be regularly entered. The Lady whom I have had occaſion to mention, as having brought her ſervants to that regularity, as to know, any hour of the day, what each was employed in, would never have any dairy-maid that could not write, and keep a plain account; and ſhe thus knew the quantity of milk, butter, eggs, &c. ſhe daily had, and the daily diſpoſal of them.

Where there is a ſcarcity of cream, or where it is reſerved for making of butter, it would be thinking too ill of a dairy-maid, to ſuppoſe her capable of converting any part of it to her own uſe, or of giving it to her fellow-ſervants——I ſhall, therefore, drop the ſubject.

The Nursery-Maid.

The buſineſs of a nurſery-maid is, in fact, to take the place of a mother, and do by the children under her care, as the mother would herſelf, was ſhe preſent.

She ſhould be careful that they do not climb up in the chairs, and on the tables, to endanger their limbs; nor ſuffer them to look out at an open window, much leſs to lean out, at the hazard of their lives.

She ſhould not permit them to play near the fire, leſt it ſhould catch their cloaths; much leſs would ſhe leave children in a room with a fire, not even whilſt ſhe ſtepped into the next; nor would ſhe let them play with a cat, or carry one about.

In ſhort, ſhe would be careful of every danger, and not ſuffer them to play, or run about with pointed ſciſſars, knives, glaſs, or any thing that might do them a miſchief; nor permit them to put pins into their mouths; nor would ſhe loſe ſight of them, whilſt ſuch things are in their reach.

She would not give children things to eat that are improper; or encourage a ſick one not to take the phyſic the doctor orders.

She would never ſwear before them, to give them an ill example; never tell them lies, nor encourage *them* to lie.

She

She will comb and waſh them daily, though not immediately under the eye of her miſtreſs.

She will not preſume to tell them ſtories of ſpirits, or hob-goblins, either to frighten or amuſe them.

She will take care that all their linen is put on dry and aired; and be cautious that they do nothing to catch cold.

If ſhe lets an infant fall, and lames, or does it any injury, ſhe will immediately confeſs it, and not, to ſave blame, conceal it, at the expence of the child's future welfare.

In ſhort, ſhe will implicitly obey the directions ſhe receives, and not preſume to act of her own head.

To ſay any thing of the management of children, would be entering into the province of a nurſe; and foreign to my deſign.

Having now done with the women, I ſhall enter into that of one or two of the men, thoſe who may be ſuppoſed to fall under the inſpection, or direction of the miſtreſs: theſe are the footman, and the gardener.

Under

Under that of

The Footman,

Is comprehended great part of the employment of a maid, where no footman is kept; I ſhall, therefore, be more particular on the ſubject.

Where a footman is kept, it is frequently his office to lay the fire, and rub the furniture; of which I have ſaid enough, in ſpeaking of the houſemaid; and, therefore, ſhall not repeat it: I ſhall only obſerve, with reſpect to the fire, that, in winter-time, he ſhould never go into the room where his maſter or miſtreſs is, but he ſhould ſtir the fire, throw on coals if neceſſary, and ſweep up the hearth, but not the aſhes between the bars, ſo as to burn the bruſh; and, on going out, pick up any litter that may have fallen on the carpet, put the chairs in their places, adjuſt their covers, in ſhort, ſet the room in order, as far as he is at liberty ſo to do. If candles are burning, he ſhould always ſnuff them.

In putting candles into the candleſticks, care ſhould be taken to ſet them upright. To do this, take the bottom of the candle in the left hand, and the wick between the finger and thumb of the right; in this manner put

put it into the nozel, but not puſh it in too tight. While you thus hold it by the wick, turn the candleſtick round every way, and you will ſoon ſee whether it ſtands upright; if it does, force it down tight into the nozel. If the bottom of the candle is too large for the nozel, it ſhould be ſcraped downwards with a knife, whilſt you hold it upright by the wick. The candle ſhould not be handled, as it will take off the gloſs; nor ſhould this buſineſs be done near a fire. Whoever has the cleaning of the parlour-candleſticks, ſhould clean the nozels out well by dipping them in hot water; and if the bottoms are covered with cloth, take care not to put them down in a dirty place, to ſoil them. If candles are laid down upon any place, before they are put into the candleſticks, it ſhould be a place free from duſt, or dirt, that they may not be ſoiled; and, when the candles are carried up, the ſnuffers never ſhould be forgotten. If a candle is not put in ſtraight, if it be tight in the ſocket, never attempt to bend it, or pull it out from above; unleſs you mean to break it; but take out the ſocket, and puſh it out with your fingers from below, holding it with your other hand.

As one of a footman's beſt accompliſhments, is waiting well at table, the following are the rules he is to attend to.

If

If there is ſoup for dinner, according to the number of the company, place to each perſon a flat plate, and a ſoup-plate over it; put a napkin, folded, into ſuch plate, and lay a knife, fork and ſpoon, before it, and place a chair oppoſite to it. If there is no ſoup, the ſoup-plate may be omitted.

In laying the table, ſervants will turn up the corners of the cloth, and keep theſe corners from falling, by placing the ſalt-ſellers on them. This is a ſure way to have them on the ground; as any one paſſing or rubbing againſt the table-cloth will draw the whole down.

The butler, or principal ſervant, if there are more than one preſent, ſhould ſtand with his back to the ſide-board, looking on the table. Other ſervants ſhould ſtand round the table; and, if each perſon's ſervant is preſent, that ſervant ſhould ſtand behind his miſtreſs, or maſter's chair.

They are to adjuſt the table, as often as they ſee it diſcompoſed; and keep the diſhes in the ſame order, they were directed to put them on.

If any of the garniſh of the diſhes falls on the cloth, remove it with a ſpoon into a plate, thus keeping the table free from litter; and, in doing this, and adjuſting the diſhes, be careful not to diſcompoſe any perſon, by leaning over him or her.

Change

Change each perſon's plate, knife, fork and ſpoon, as ſoon as done with. This is generally known by the perſon's putting the handles of his knife and fork into his plate.

Look round, and ſee if any want bread, and help them to it, before it is called for.

Hand the decoraments of the table, viz. oil, vinegar, or muſtard, or any vegetables that may be on the ſide-board, to thoſe who want, anticipating even their wiſhes. Every one knows with what muſtard is eaten, with what vinegar, and ſo on; and, a diligent, attentive ſervant, will always hand it before it is called for.

Give the plates, &c. perfectly clean and free from duſt; and never give a ſecond glaſs of beer, or wine, in a glaſs that has been once uſed. If there is not a ſufficient change of glaſſes, a veſſel of clean water ſhould be under the ſide-board, to dip them in; they ſhould be wiped bright, and all dulneſs removed, not by breathing into them, which is a naſty trick, but by frequent rubbing with a dry cloth: I ſay *frequent*, too hard rubbing is not neceſſary, unleſs it be to rub them in two.

It is genteel to have thin gill-glaſſes. Theſe ſhould be filled only half full, which prevents ſpilling; and the foot of the glaſs ſhould be per-

perfectly dry before it is given, that it may not drop on the cloth, &c. to ſtain it.

Give nothing but on a waiter, and always hand it with the left hand, and on the left ſide of the perſon you ſerve, and hold it ſufficiently before him that it may be taken, and returned with eaſe. When handing wine, put your thumb on the foot of the glaſs, and on receiving it back, do the ſame; this will prevent its overthrow. When you give a glaſs of beer, or wine, always wait till the perſon has drank, and take back the empty glaſs on your waiter.

Never reach acroſs a table; or, in ſerving one perſon, put your hand, or arm, before another.

Tread lightly acroſs the room, and never laugh or ſmile at any thing you hear. Never preſume to ſpeak, but in reply to a queſtion aſked; and then in a modeſt, under-voice, and in as few words as poſſible.

When the diſhes are to be removed, remove them with care, ſo as not to ſpill the ſauce, or gravy, over any of the company; to avoid this, take away firſt the knives, forks and ſpoon, from the diſhes, in a tray, that nothing may drop from them. If a ſecond courſe is to be ſerved up, clean the table-cloth from crumbs, by wiping them into a clean plate; if not, take away the knives, forks

forks and ſpoons, in a knife-tray, clear away the plates, take up the pieces of bread with a fork, fold up the cloth, ſo as to prevent the crumbs from falling on the floor, rub the table clean and bright, and put on the wine, &c. from the ſide-board, with a decanter of water, and plenty of clean glaſſes; if it be winter, ſtir up the fire, ſweep the hearth, and take away the litter; and do all this with as little noiſe, hurry, or diſturbance, as poſſible, and be careful not to tread on any lady's gown.

Where water-glaſſes are uſed after dinner to waſh the fingers, put one before each perſon, half full of clean water, when the table is cleared, but before the cloth is removed.

As few ſervants are thorough good waiters, and as the maſter of the houſe is reſponſible for his attendants, it is incumbent on him to ſee that his company is properly ſerved and attended; for a table ill-ſerved and attended, is always a reflection on the conduct of the maſter or miſtreſs.

There are a few other things to which a good ſervant will attend, whilſt he is waiting at table.

In carrying things in and out of a room, he will not leave the door open, but ſhut it as he goes in and out.

He will not endanger the throwing any thing down, by taking away too many things at once.

He will not dip his fingers in the ſauce of any diſh he is carrying to table; nor eat any part of it, in his way from table.

He will take the candles off the table to ſnuff them, when they need ſnuffing, cut the wicks up to a point, and never ſo cloſe as to make them gutter.

If, at dinner-time, he is ordered to break the claw of a lobſter, he will not crack it between the hinges of the dining-room door, but will take it into the kitchen.

He will put on or remove the largeſt diſhes, not with one hand, but with both, leſt the gravy ſhould be ſpilled, or the rim of a china diſh ſhould break in his hand, with the weight of its contents.

If there are more ſervants than one in waiting, they will not be all out of the room together. If one ſervant only waits, he ought to ſettle it with the maid below, that the diſhes ſhall be taken from him at the door. Indeed, a good waiter will never leave the room during dinner; but, when the diſhes are to be removed, ring the bell, that ſome perſon from the kitchen may be ready at the door to receive them.

When

When the company riſe, as grace is ſaying, he will never remove a chair from behind any of the company, to endanger their falling, in ſitting down again.

In handing a glaſs of wine, if not immediately taken, he will not hold it in ſuch a ſituation, that the perſon who is to receive it, may, through inattention, knock it down with his elbow.

He will be careful, in drawing a cork, neither to break the ſcrew, or the cork, nor ſhake the bottle, or in decantering the wine, pour it too cloſe off to muddle it; nor will he preſume to help himſelf to a glaſs of it, at any time he may be unobſerved.

He will not, whilſt ſtanding behind his lady's chair, lean on the back, put his foot on the frame, or wriggle it; nor will he ſtand too near, or too far from it.

If, in winter, he will light the dining-room fire early enough to warm the room well before dinner.

When dinner is over, and he quits the room for good, he will never return to it till rung for; and then he will attend with expedition.

He will never liſten at the door to hear what is talking of; nor tell any ſoul out of the room, what he may have heard within it.

In ſtirring the fire, he will make as little litter as poſſible.

He will never preſume to ſpeak to a perſon he is handing any thing to; or ſay, "The "bread, Sir;" or, "Beer, Sir;" nor remind him, by jogging him on the ſhoulder. Such conduct is impudent: but he will reſpectfully wait till he is at leiſure to take it. A waiter is only to preſent it.

The laſt thing he will do, before quitting the room for good, is to make up the fire, wipe the table, and ſnuff the candles.

Servants that are allowed knives for the ſervant's-hall, or kitchen, ſhould not preſume to uſe their maſter's knives.

Never wear your hat in the houſe.

If you go out, always ſcrape your ſhoes, and wipe them, on your return; and never preſume to go out, without aſking leave.

Never be curious to know what buſineſs your maſter has with ſtrangers. I have known ſervants, on ſuch occaſions, go into the room, and pretend to adjuſt the chairs, and other things; and, if chidden for ſo doing, have anſwered, "I thought, Sir, you rung the "bell." This is an inſufferable piece of impertinence.

If, in London, on a wet day, you are ſent for a hackney-coach, do not get into it and ride home. This will render it uncomfortably damp.

If

If you have occaſion to put a lighted candle into a lanthorn, never put one in long enough to reach the top, unleſs you mean to burn the perſon's fingers who carries it; nor ſuffer it to lean on either ſide, unleſs your deſign is to burn the horns, or break the glaſs with the heat.

If ſent with a letter to the poſt-office, it is an unpardonable offence not to put it in, at the time you are ſent.

If you clean your maſter's ſhoes, or boots, take care not to ſoil the inſides of them; not to ſcrape them with too ſharp a knife, ſo as to cut the leather; nor place them too near a fire, to ſcorch them.

In cleaning of knives, if ſuch an office falls to your lot, always brighten them well, and never leave them till you have given them an edge, which may be known by feeling it; clean the backs, but do not rub thoſe backs to an edge. The inſide of the prongs ſhould always be cleaned, and cleared from duſt; and, when the knives and forks are well brightened, the handles ſhould be cleaned; if ſilver, with whitening and a bruſh; if ivory, with water; if ebony, with an oiled rag, and after wiped quite clean and dry.

Plate ſhould be cleaned, by rubbing it with whitening, moderately wet, till it is dry and bright; ſuffering the whitening to dry on, is a bad practice. Plated articles ſhould

only be waſhed with ſoap-ſuds, and afterwards rubbed with a ſoft leather.

If a footman walks abroad after his lady, he ſhould follow at the diſtance of about ſix feet; not nearer, nor further off. He will then always be at hand to protect her.

If he carries a flambeaux behind a coach, he ſhould not hold it ſloping over the roof, to drop the wax on it; nor daſh it again the corners, to make it give a better light.

A cleanly ſervant, will be cleanly in his perſon, keep himſelf clean and ſmart, particularly about the head and feet; and take care not to greaſe, or dirty his linen: and in beating and bruſhing his own, and his maſter's cloaths, will not beat off the buttons, or break them with a ragged ſtick.

If ordered to attend his maſter, or miſtreſs, at any particular hour, or place, he will be punctual both to time and place; and there wait patiently till he is called, or ſent for.

The Coachman.

There are but few things in this department, that I ſhall think neceſſary to mention. If a coachman loves his horſes, he will take care of them; if he does not, he will ſell his provender. No coachman ſhould be taken without the beſt of characters, with reſpect to induſtry, honeſty, ſobriety, and ſkill in driving.

It is a bad practice to give him the old wheels; for coachmen have been known to bore holes in the ſpokes, when they have laſted too long. It is better to add a guinea yearly to his wages, in lieu of them.

Many are the tricks of coachmen. If they are not in humour to drive, as Swift ſays, they will tell their maſter, that the horſes have caught cold, want ſhoeing, that the harneſs is out of order, or that wet weather roughens their coats; and, if any gentleman ſhould take a liking to one of the horſes, and they can get a guinea in the purchaſe, ſome will perſuade a maſter to part with it, ſaying, he is either touched in his wind, foundered, or elſe is ſo vicious, that it is dangerous to drive him.

No ſkill in a coachman, or favour for him, ſhould induce a maſter to keep him, if he gets

gets drunk; he may, in ſuch a fit, injure the horſes, or carriage, or may overturn it.

A good coachman, though he is traveling with his coach empty, will never think of taking up a paſſenger on the road, to ſoil the inſide; nor leave his horſes to the care of a boy, or man, whilſt he is tippling in a public-houſe.

Many of theſe obſervations will hold good with reſpect to

THE GROOM.

But there are a few, alſo, peculiarly adapted to him.

A truſty groom, will not gratify a greedy inn-keeper, an oſtler, farrier, ſadler, or other tradeſman, at the expence of his maſter; but, in laying out his money, will act as for himſelf, and ſuffer no one to impoſe on him.

He will not, as ſoon as he alights at an inn, deliver his horſes to a ſtable-boy, and let him gallop them to the next pond, whilſt he is drinking with the tapſter. He will not leave his maſter to the care of the ſervants, and his horſes to the oſtler, and think only of himſelf, but take care and attend to both; and be particularly careful that his horſes are well cleaned, fed and littered, and that their ſhoes, ſaddles,

ſaddles, &c. are in proper condition to continue the journey.

He will not, in diſagreeable weather, urge the oſtler to ſay the roads are bad, in order to detain him till the weather is better; or to go round a particular way.

He will not let his maſter ride on before, ſtopping to take a ſtirrup-whet with the landlord, and then gallop after him, till his horſe is all in a lather; nor will follow him ſo cloſe, as to cover him with duſt, or ſplaſh him with dirt; but will attend him at a proper and reſpectful diſtance, ſo as to be within hearing.

He will not recommend ſtrong beer to his horſes, or brandy to their heels, in order to gratify a thirſty palate, at the expence of his head.

He will not contrive to have a horſe's ſhoe looſe, or drive in a ſtone to make him halt, in order to ſhorten, or delay a day's journey; and adviſe his maſter to ſtop, under a pretence of the horſe's being faint, and weak.

He will take care that every thing belonging to his horſes are kept in good order; that his maſter may never be diſapppointed, when he wants to ride out.

He will never recommend particular inns, out of favour to the landlord, or the oſtler,

or

or with a view of getting an extraordinary dram for ſuch recommendation.

If he is employed to purchaſe hay, oats or ſtraw, he will lay out his maſter's money to the beſt advantage; and not buy an inferior commodity, and charge his maſter the firſt price.

He will not, when leading his maſter's horſe from one part of the country to another, ſuffer it to be ridden, either to oblige an old acquaintance, or to put half-a-crown into his pocket.

He will not, when ſent alone to any diſtance, go round, or out of his way, to ſee an old friend; and then, to fetch up the time, gallop his horſe, till he can ſcarce ſtand upon his legs.

He will not, if riding, or conducting a ſtone-horſe to any place, ſuffer him to cover any mares at the public-houſes where he calls in his way, though he is offered money for ſo doing.

He will not, if riding after his maſter armed, ſuffer the chaiſe to go on, through a dangerous place, alone, ſtopping behind to drink, and thus ſuffer his maſter to be robbed.

He will not, when airing his horſes, play tricks with them, gallop them againſt other horſes, for a pint or two of beer, or leap them

them over places that may ſtake them, or ſpoil them.

He will not, to ſave his attendance in the ſtable, fill the rack to the top with hay, and the manger to the brim with oats, ſo as to occaſion either being waſted; nor, to ſave his trouble, let the dirty litter ſtand under a horſe the whole day.

He will not, when he is to carry his maſter's great coat in a ſtrap behind him, wrap his own up in it, or leave the inſide of his maſter's coat outwards, to get wet in caſe it ſhould rain.

He will not, when he comes to an inn, after a hard day's journey, in cold and dirty weather, leave his horſes to a ſtable-boy, to gallop them up to the bellies in water, in order to waſh them; ſuffer them to drink their fill, and then gallop them full ſpeed a mile to warm them, whilſt he is indulging himſelf with hot ale, or brandy, by the kitchen-fire.

He will not, if his horſe drops a ſhoe, gallop him as hard as he can to the next ſmith, to the danger of his feet; but travel on gently.

He will not, if he wants to ſpend an hour at an alehouſe, go out with an old girth, or ſtirrup-leather, in his hands, under a pretence of getting it mended.

In

In ſhort, a good groom will do his duty in every reſpect, and not do any thing to make the old proverb neceſſary, that *the maſter's eye makes the horſe fat.*

As this Treatiſe will naturally fall into the hands of many ſervants, it may not be amiſs to inſert here, an Abſtract of the Acts of Parliament reſpecting fires; and ſome other acts, reſpecting them.

A ſervant ſetting fire careleſsly to a houſe, is liable to pay, on the oath of one witneſs, a hundred pounds to the ſufferer; or be committed to priſon, and hard labour, for eighteen months. 14 *Geo. III. c.* 48.

Where ſervants are hired for a year, they cannot be put away before the expiration of that term, without ſome reaſonable cauſe to be allowed by one juſtice; nor after the ending of the term, without a quarter's warning, given before witneſs. If a maſter diſcharges a ſervant otherwiſe, he is liable to a penalty of forty ſhillings. 5 *Eliz. c.* 4. And

If a ſervant refuſe to ſerve his term, he may be committed till he give ſecurity to

ſerve

ſerve the time; or he may be ſent to the houſe of correction, and puniſhed there as a diſorderly perſon. 5 *Eliz. c.* 4. 7 *Jac. c.* 4.

A yearly ſervant is not to be diſcharged, by reaſon of ſickneſs, or any other diſability, by the act of God; nor may his wages be abated. *Dalt.* 129.

All hiring, without ſtipulation of time, is, ſtrictly ſpeaking, hiring for a year, and the law ſo conſtrues it. 2 *Inſt.* 42.

Both maſter and ſervant may, however, part by mutual conſent. A maſter detaining a ſervant's wages, or not allowing ſufficient meat, drink, &c. is a good cauſe for a ſervant's leaving his place; but it muſt be allowed by a juſtice of peace. *Dalt.*

If a ſervant, hired for a term, quits his ſervice before the end of it, he loſes all his wages, unleſs his maſter puts him away.

A woman ſervant who marries, is obliged to ſerve out her time; and, if both man and wife, are ſervants by the year, they muſt both ſerve their time. *Dalt.* 92.

Should a woman with child hire herſelf for a term, and the maſter ſhe hires with knew not of her being with child, he may diſcharge her, but before a magiſtrate. If ſhe prove with child, during her ſervice, he may do the ſame; but if he does not diſcharge her before a magiſtrate, when he knows of it, and keeps her on, he muſt provide for

her till her delivery, and one month after, and then ſhe is to be ſent to her place of ſettlement. *Dalt.*

A ſervant hired at a month's wages, or warning, cannot quit his place, or be diſcharged, a day before the expiration of the month, without the whole month's wages be paid; unleſs by the authority of a magiſtrate, for ſome reaſonable complaint. If a ſervant, after warning given, is inſolent, or refuſes to do his duty, a magiſtrate, on complaint, will commit him to priſon, for the time he has to ſerve; but the maſter will be ordered to pay him his wages whilſt there.

No agreement a ſervant ſhall make with his maſter, to his diſadvantage, whilſt he is under the age of 21, ſhall operate againſt him. *Dalt. c.* 58.

If a ſervant aſſault his maſter, or miſtreſs, or any other having charge over him, he may be bound over to his good behaviour, or be commited for a year, or leſs, at the diſcretion of two magiſtrates. 5 *Eliz. c.* 4, *ſ.* 21.

If any ſervant ſhall purloin, or make away with his maſter's goods, to the value of 40*s.* it is felony. 12 *Ann. c.* 7.

Diſputes with ſervants about wages, under 10*l.* a-year, and other things, if they cannot be amicably ſettled, ſhould be referred to a neighbouring magiſtrate, who is authoriſed to hear complaints, and redreſs them; the expence

pence is but trifling. But the wages of coachmen, grooms, and the like, magiſtrates can take no cognizance of.

If maſters, or miſtreſſes, when they hire ſervants, deliver into the cuſtody of ſuch ſervants, plate, china, linen, &c. and tell them, before witneſs, they muſt be reſponſible for ſuch things; then, if they loſe any part of them, the law will oblige them, as far as they are able, to replace them. As to breaking of china, a ſervant cannot be compelled to make it good, unleſs it was done deſignedly; and the ſervant, when hired, agreed to pay for what he broke.

A ſervant may ſtand up in his maſter's, or miſtreſs's defence, and aſſault any one that aſſaults them, without being liable to any puniſhment by law. 1 *Salk.* 407.

Whatever treſpaſs a ſervant commits, by order of his maſter, the maſter is anſwerable for it, not the ſervant. *Lord Raymond*, 264.

Maſters are juſtifiable in inſiſting on their ſervants going to church. For every perſon who ſhall keep a ſervant, that ſhall be abſent from church one month, without a reaſonable excuſe, ſhall forfeit 10*l.* for every month he ſo keeps that ſervant. 3 *Jac. c.* 5, *ſ.* 8, 22.

Servants gaming at a public-houſe, with cards, dice, draughts, ſhuffle-board, Miſſiſippi, ſkittles, nine-pins, billiard-tables, &c. are liable to be apprehended, and forfeit from

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5s. to 20s. one fourth to the informer, or be committed to hard labour for a month, or till the penalty is paid. 30 *Geo. II. c.* 24.

If any ſervant ſhall curſe, or ſwear, and be convicted, on the oath of one witneſs, before one juſtice, within eight days of the offence, he ſhall forfeit 1s. for the firſt offence, 2s. if convicted a ſecond time, and 3s. the third time; or be commited to hard labour for 10 days. 19 *Geo. II. c.* 21.

Every perſon convicted of having been drunk, within ſix months of the complaint made, before one juſtice, on the oath of one witneſs, ſhall forfeit 5s. for the firſt offence, or be ſet in the ſtocks for ſix hours; and, if convicted a ſecond time, ſhall give ſecurity not to offend ſo again. 4 *Jac. c.* 5. 21 *Jac. c.* 7.

Cautions to Servants in London.

When ſent to an inn, with any trunk, or parcel, be careful not to leave it with any perſon ſtanding at the door of ſuch inn, or in the inn-yard; but enquire for the book-keeper, and ſee it booked. Roguesare very often about inn-yards, to eaſe ſuch meſſengers of their burdens.

When

When ſent with a parcel, do not be enticed into a public-houſe to drink with any ſuppoſed countryman; nor ſuffer any good-natured perſon, in the ſtreet, to give you a hand, and help you on the way, with your bundle; for there are many of theſe obliging people in London-ſtreets, that, when they get poſſeſſion of your bundle, will run away with it.

If you hire a baſket-woman at market, or a porter, to carry any thing for you home, which you may have bought, tell ſuch perſon, where he is to carry it, and make him walk before you all the way. Your eye will then be upon him; and, if he ſlips away from you, it will be your own fault. If it be inconvenient to attend the perſon, employ none but whom you know, or is known to the perſon you deal with.

Never ſuffer ſuch baſket-woman, or porter, nor any butchers, or tradeſman's porter, bringing things, to go down into the kitchen; leſt, if you turn your head, you ſhould loſe a ſilver ſpoon, or ſome ſuch thing.

Never deliver any thing from your houſe, to a ſtranger, under a pretence of your maſter having ſent for it; for example, a great coat, or any other thing: for there are always villains, ready to take advantage of the ignorant.

For

For the ſame reaſon, never take in a parcel, if you are to pay any thing for it, under an idea, that it came by ſuch a carriage; for ſuch parcels have been found to contain nothing but brick-bats, &c. In ſhort, never pay any money, without you have expreſs orders to do it.

Thieves make a practice of knocking at doors in an evening, under a pretence of delivering a letter; and, when the door is open, if in a retired place, have ruſhed in, in numbers, and robbed the family. To avoid which, chains are fixed on the inſide of ſtreet-doors, to put acroſs, ſo as to ſuffer the door to open a little way. Before duſk, always put this chain up; and never after open the door to a ſtranger; but, if a letter is offered, take it in.

Houſes are often robbed, through careleſsneſs of ſervants. Be careful, then, to faſten your back-doors, and inſide ſhutters of the upper windows; for villains will now and then ſecrete themſelves in empty houſes (if within a door or two of you), and get into adjoining houſes, by the leads. Garret-windows, therefore, and trap-doors, opening to the leads, ſhould always be ſecured.

Servants to ſhop-keepers, if the ſhop-door is locked whilſt the maſter, miſtreſs, or ſhopkeeper, is abſent, ſhould, if they admit a perſon, never leave the ſhop to call their maſter, but ring for him; for ſhould they leave a

ſtranger

ſtranger in the ſhop alone, he may carry off things to a great value.

It is ill-judged, to buy articles of petty pedlars, or people coming round to houſes, in town, or country. Though they ſell cheap, their goods are often damaged, or ſo made up, as to deceive the eye; and ſervants, buying of them, are often taken in.

Friendly Advice to Servants,

of all Denominations.

Note, Moſt of theſe heads have been ſpoken of before; but, as the inſtructions they convey, are enforced by other arguments, I truſt they will not be deemed repetition.

A good character is valuable to every one, but eſpecially to ſervants, for it is their bread; and, without it, they cannot be admitted into any creditable family; and, happy it is, that the beſt of characters is in every one's power to deſerve.

Engage yourſelf cautiouſly, but ſtay long in your place; for long ſervice ſhews worth; as quitting a good place, through paſſion, is a folly which is always repented of too late.

Never undertake any place you are not qualified for; for, pretending to what you do not underſtand, expoſes yourſelf, and, what is ſtill worſe, deceives them whom you ſerve, and, in the end, loſes you your place.

Preſerve

Preſerve your fidelity; for a faithful ſervant is a jewel, for whom no encouragement can be too great.

Adhere to truth; for falſehood is deteſtable; and he that tells *one* lie, muſt tell twenty more to conceal it.

Be ſtrictly honeſt; for it is ſhameful to be thought unworthy of truſt.

Be modeſt in your behaviour; it becomes your ſtation, and is pleaſing to your ſuperiors.

Avoid pert anſwers; for civil language is cheap, and impertinence provoking.

Be clean in your buſineſs; for ſlovens and ſluts are diſreſpectful ſervants.

Never tell the affairs of the family you belong to; for that is a ſort of treachery, and often makes miſchief; but keep their ſecrets, and have none of your own.

Live friendly with your fellow-ſervants; for the contrary deſtroys the peace of the houſe.

Above all things, avoid drunkenneſs; for it is an inlet to vice, the ruin of your character, and the deſtruction of your conſtitution.

Prefer a peaceable life, with moderate gains, to great advantages, with irregularity.

Save your money; for that will be a friend to you in old age. Be not expenſive in dreſs, nor marry too ſoon.

Be

Be careful of your maſter's property; for waſtefulneſs is a ſin.

Never ſwear; for that is a crime without excuſe, as there is no pleaſure in it.

Be always ready to aſſiſt a fellow-ſervant; for good-nature gains the love of every one.

Never ſtay, when ſent out on a meſſage; for waiting long is painful to your maſter; and, a quick return, ſhews diligence.

Riſe early; for it is difficult to recover loſt time.

The ſervant that often changes his place, works only to be poor; for, *the rolling ſtone gathers no moſs.*

Be not fond of increaſing your acquaintance; for, viſiting leads you out of your buſineſs, robs your maſter of your time, and often puts you to an expence you cannot afford: and, above all things, take care with whom you are acquainted; for perſons are generally the better, or the worſe, for the company they keep.

When out of place, be cautious where you lodge; for living in a diſreputable houſe, puts you upon a footing with thoſe that keep it, however innocent you are yourſelf.

Never go out on your own buſineſs, without the knowledge of the family; leſt, in your abſence, you ſhould be wanted; for, *leave is light*; and returning punctually, at the time you promiſe, ſhews obedience, and is a proof of attention.

If you are diſſatisfied with your place, mention your objections modeſtly to your maſter, or miſtreſs, and give a fair warning; and do not neglect your buſineſs, nor behave ill, in order to provoke them to turn you away; for this will be a blemiſh in your character, which you muſt always have from the laſt place you ſerved.

Whoever pays a due regard to the above precepts, will be happy in themſelves, will never want friends, and will always meet the aſſiſtance, protection, and encouragement of the wealthy, the worthy, and the wiſe.

THE

ART of making good TEA, with a ſmall Quantity of the Herb.

AS it frequently falls to upper maids and footmen, to make Tea apart, for company, and few know how to make it well, a little inſtruction on this head, it is hoped, will not offend them. Indeed, there are few young houſe-keepers, but need ſome information on this ſubject.

I muſt compare making of Tea to brewing. There are few country-ſervants, but undertake to brew, and not one in 20 makes good beer;

beer; ſo, one and all, know how to make Tea, and yet few make it good. As the chief art in brewing, is to make ſtrong beer with as little malt as poſſible, ſo, in making of Tea, the chief art, is to make it ſtrong, without waſte. The method then, is as follows: The tea-pot ſhould be of a ſize, proportioned to the number of perſons that are to be ſerved, and the ſize of the cups. If ſix perſons are to drink Tea, the pot ſhould hold as much as will fill nine cups; and one tea-ſpoonful is ſufficient for each perſon to have three cups of tea, which is the general quantity drank by each. Six tea-ſpoons full is about half an ounce; there being 13 in one ounce. Theſe ſhould be put into the pot, and *boiling* water poured on, till the pot is one-third full. It ſhould thus ſtand a quarter of an hour, which will draw a good tincture. In the mean time, boiling water ſhould be poured into the cups, to heat them; for, unleſs Tea is ſerved hot, it is little better than ſlop. When the Tea is ſufficiently drawn, the tea-cups ſhould be emptied; the pot filled up with boiling water (not water that has boiled, but *boiling*), and each cup ſhould inſtantly be filled. The tincture of Tea in the pot, will make the whole ſufficiently ſtrong; and the boiling water added, will make the whole ſufficiently hot. After filling the ſix cups, the pot will remain one-third full, as before; and will ſtill draw the

the Tea, and add freſh ſtrength to it. When the cups are returned, if the kettle is at hand (as it always ſhould be), the cups ſhould be waſhed with clean boiling water, and emptied into the baſon, not waſhed in the baſon, into which the ſlop has been thrown. After this, fill up the pot a ſecond time, and pour it off immediately, and the ſecond round of cups will be equally ſtrong and hot, as the firſt. The Tea then in the pot left, will be alſo one-third of its contents, which is ſo to continue, till the cups are to be filled a third time. The cups being, a ſecond time, returned and waſhed, pour more boiling water into the pot, ſo as to fill it two-thirds, and then, after filling the cups a third time, the pot will be quite empty, and the ſtrength of the Tea all ſerved; whereas many, by pouring too much water on the leaves at laſt, will make the laſt round of Tea very weak, and leave two or three cups of good Tea in the pot, to be thrown away. By this mode of making Tea, it will be all uniformly ſtrong, and all ſerved up hot. Should any of the company want a fourth, or fifth cup, another tea-ſpoonful of Tea ſhould be added to the pot, a little boiling water poured over it, and time allowed it to draw, or extract its ſtrength, and the whole ſhould be managed as before. It is the beſt way, and moſt agreeable to every one, to ſend round the ſugar and cream, with

with the cup, and let each perſon take what he pleaſes.

If tea is made in an adjoining room, and ſent in, the beſt method is to put a tea-ſpoonful of tea for each perſon, into a pot that will contain as many cups as there are perſons, and fill it up, letting it ſtand a quarter of an hour, or longer; and when it is to be ſerved, pour as much tea from the pot as will fill each cup one third full, and fill it up from the kettle with boiling water. This will make the tea equally good, as if managed in the other way.

On reading over this tract, I find there are one or two things omitted, which are neceſſary to be attended to by the

FOOTMAN.

One is, that if a letter is brought to the houſe, it ſhould be immediately delivered to the perſon it is addreſſed to; and if the perſon is not at home, ſhould be laid in his way, and he be told of it on his return, leſt it ſhould be miſlaid and forgotten.

When a *footman* has cloaths to beat and bruſh, he ſhould take out any ſpot he finds

on them, and bruſh his maſter's hat as well as his cloaths.

ADDITIONS TO THE COOK.

If ſhe goes at any time in ſummer to the ſafe, it is her buſineſs to whiſk every fly out before ſhe ſhuts the ſafe-door, that proviſions there placed may not be fly-blown. And ſhe ſhould never go in and out of a larder, but ſhe ſhould look round it, and ſee that ſhe leaves no dog or cat in it. After this admonition, an excuſe that ſhe was not on her guard can never be admitted.

When in ſummer-time any cold proviſion is order to be put away for the table next day, care ſhould be taken by the *cook* to ſend it up quite cold, and not, by bringing it from the larder into the hot kitchen, half an hour before dinner-time, under a pretence of diſhing it, ſend it to table greaſy, ſoddened, and hot half through.

I propoſed to ſpeak of the department of the GARDENER, but as he can ſcarcely be called a domeſtic ſervant, I have omitted it.

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Keep a moderate fire. —— 28,29,38
Attend to ſalted proviſions. —— 30
Don't give away your maſter's property. 31
Don't be liquoriſh. —— —
Don't be waſteful. —— 32
Be guarded againſt dogs, cats, and flies. 32, 98
Keep your ſpits clean. —— 33
Have water always over the fire. —
Wipe your knives immediately after meals. —— —— 33, 37
Keep your pewter bright. —— 34
Keep your jack clean. —— —
Do the ſame with the candle and ſalt-boxes. —
Strew no ſand on your kitchen. —— 35
Keep your kitchen chimney clean. —
Don't ſcrape the bottoms of pots with ſilver ſpoons. —— —
Keep your brewing veſſels ſweet and clean. 36
Keep no large duſt-heap. —— —
Let no ſmoky coal fall into the dripping-pan. —— —
Don't over-roaſt or boil your meat. —
Don't oil the melted butter. —
Dreſs your dinner by the clock. 37
Cold proviſions put away, keep them cool.
Don't boil meat in pump-water. —— 37
Be ſparing of water where it is ſcarce. —
Don't cut any thing with a knife uſed for onions. —— —
Always wipe a knife when you have done with it —— —— 33, 37

Page
In roaſting meat, attend to the ends. —— 38
Don't uſe great coals in the kitchen. —
Suit your diſhes to your meat. 38
Wipe the diſhes before you ſend them up. —

The HOUSEMAID. —— 38
Leave no pail, mop, &c. on the ſtairs. 39
After ſcouring, wipe the part clean. —
Make no ſlop on the ſtairs. —
Scour the floors on your knees. —
Put nothing dirty in a chair. —
Clean a room thoroughly. 40, 41, 45, 46
Don't ſcratch poliſhed hearths. —
Be cautious in duſting chimney-pieces, ornaments, &c. —— —
Rub the furniture daily and carefully. 42,43,44
Lay your fires, ſo that they will light. 47
Throw no water out of the ſtreet door. —
When a family is out, is the time for thorough cleaning. ——— 49
Shut up the houſe at night. —— —
Leave no cats or dogs in the beſt rooms, &c. at night. ——— —
Put out the fire and candle before you go to bed. ——— —
Clean the nozzels of candleſticks. —

The CHAMBERMAID.

Riſe early, to be ready to get breakfaſt. 50
Whilſt the family is at breakfaſt, put the chambers in order. —— 50, 51, 52, 53

Put

Page
Put your miſtreſs's cloaths away carefully. 54
Scour the keys with the locks. —
Open the chamber windows on dry days. —
Leave nothing in window ſeats. —— 55
Attend to chamber fires. —— —
Shut down the ſaſhes at night, and turn out the cat. —— 49, 55
See that every thing is in its proper place at night. —— —— 56
Don't preſs the bed in warming it. —
Remove all litter as often as you enter a chamber. —— —
Never go into your miſtreſs's room, after ſhe is bed, without knocking. 59
The inſtant you hear the bell, run. —
Keep yourſelf clean and creditable. 1-, 57

The LAUNDRY-MAID. —— 58

Set your linen down. —— —
Take care not to iron-mold or ſtain it. —
Waſh it clean, and do not tear it. —
Get it up well. —— —
Don't tear it in drying. —— 59
Don't hang it on young fruit-trees. —
Take it in before dark. —— —
Make a proper proviſion of water. —
Don't ſtir linen in the copper with a ragged ſtick. —— —— —
Don't be waſteful of the ſoap. —— 60
Don't burn the linen in ironing it. —
Uſe nothing belonging to your miſtreſs. 54

Never

Page
Never force a lock, or uſe wrong keys. 54
Be frugal in coals. ——— 60
Keep your clothes-lines clean. —

The DAIRY-MAID. 61
Milk at regular hours. ——— —
Milk the cows clean. ——— —
Don't omit to ſtrain the milk. —
Boil your pans well. ——— 62
Keep your dairy and veſſels quite clean and cool. ——— —
Don't keep your cream too long before you churn. ——— —
Make your butter with clean hands and nails. ——— —
Don't loſe your patience in churning. 63
Don't blow the butter from the print. —
Don't keep ſour ſkimmed milk in the dairy. ——— ——— —
Keep the hen-houſe clean. —— —
Feed your poultry at regular hours. —— 64
Never leave them without clean water. —
Keep their neſts clean and diſtinct. —
Keep the chicken coops free from dung. —
Pick dead fowls whilſt warm. —
Keep an account of the fowls, eggs, milk, and butter. ——— ——— 65
Don't make free with the cream. —

The NURSERY-MAID. — 66
Don't ſuffer children to climb, or look out of window. ——— —

Never

Page
Never leave them near the fire. 66
Don't permit them to play with cats or dogs. —— —— —
Take care they have nothing that will injure them. —— —
Give them nothing improper to eat. —
Never ſwear or tell lies. ——— —
Comb and waſh them daily. —— —
Tell them no frightful ſtories. —— —
Let all their linen, &c. be wellaired. —
Take care they do not catch cold. —
If any thing ails them do not conceal it —
Follow the directions you receive implicitly. ——— ——— —

The FOOTMAN. ——— 68
Whenever you go into a room, ſet it to rights. ——— —
Put candles into the candleſticks even. 68, 69
Lay the cloth properly, and forget nothing. 70
Adjuſt the table during dinner —
Take away a plate as ſoon as done with. 71
Hand every thing, even before it is aſked for. —— —— —
Give the plates and glaſſes clean. —
Don't rub the glaſſes ſo hard as to break them. ——— —— —
Hand every thing on a waiter, and with the left hand. ——— —
Never reach acroſs a table. —— —
Walk lightly acroſs a room. —

Never

Page
Never laugh at any thing you hear. 71
Never ſpeak but when ſpoke to. —
Remove the diſhes with care. —— 72, 74
Don't carry away too many things at once. 74
Take off the candles to ſnuff them. —
Don't break lobſter-claws between the hinges of the door. ——— —
Don't leave the room at dinner time. —
Don't take any chair from behind a perſon that is ſtanding. ——— 75
Be careful in handing wine, drawing a cork, &c. ——— —
Don't lean on the chair you ſtand behind.
Light the dining-room fire in time. —
After dinner, never return to the room till rung for. ——— —— —
Never liſten at the door. —— 75, 76
Don't tell abroad what you hear in the houſe. ——— —— —
Stir the fire carefully. ——— 76
Don't uſe parlour knives below. —
Never wear your hat in the houſe. —
Scrape your ſhoes before you enter a houſe. —
Never go out without leave. —— —
Don't get into your maſters coach when you are wet. ——— —
Don't put too long a candle into a lanthorn. —— —— 77
If ſent with a letter, carry it immediately. —
Don't ſpoil your maſter's ſhoes or boots in cleaning. ——— —

Make

Page

Make the knives you clean to cut. 77
Clean plate with wet whitening. —
Follow your lady at a proper diſtance. 78
Don't ſoil the carriage with the flambeau. —
Don't beat the cloaths you bruſh, to injure the buttons; nor bruſh them thread-bare. — — —
Get the ſpots out of the cloaths you bruſh. 97
When ordered to attend at any place, be punctual. ---

The COACHMAN and GROOM. 79,80
Don't gratify a greedy tradeſman, at the expence of your maſter. — 80
Dont leave your horſes to the care of a ſtable-boy. ---
Follow your maſter at a proper diſtance. 81,82
Lay out your maſter's money to advantage. 82
Don't ſuffer any one to ride your horſes, &c. — — ---

MULTIPLICATION TABLE.

3 *times*		4 *times*		6 *times*		8 *times*	
3	is 9	10	40	9	54	12	96
4	12	11	44	10	60		
5	15	12	48	11	66	9 *times*	
6	18			12	72	9	is 81
7	21	5 *times*				10	90
8	24	5	is 25	7 *times*		11	99
9	27	6	30	7	is 49	12	108
10	30	7	35	8	56		
11	33	8	40	9	63	10 *times*	
12	36	9	45	10	70	10	is 100
		10	50	11	77	11	110
4 *times*		11	55	12	84	12	120
4	16	12	60				
5	20			8 *times*		11 *times*	
6	24	6 *times*		8	is 64	11	is 121
7	28	6	is 36	9	72	12	132
8	32	7	42	10	80		
9	36	8	48	11	88	12 *times*	
						12	is 144

If 11 times 8 be required, look for 8 times 11. &c.

A TABLE of Wages, &c. to ſhew if ſo much per Year, how much per Month, &c.

Per Y.		Per M.	Per Week.				Per Day.			
£.		l. s. d.	l.	s.	d.	f.	l.	s.	d.	f.
1		0 1 8	0	0	4	2	0	0	0	3
2		0 3 4	0	0	9	1	0	0	1	1
3		0 5 0	0	1	1	3	0	0	2	0
4		0 6 8	0	1	6	2	0	0	2	3
5		0 8 4	0	1	11	0	0	0	3	1
6		0 10 0	0	2	3	2	0	0	4	0
7		0 11 8	0	2	8	2	0	0	4	3
8		0 13 4	0	3	1	2	0	0	5	1
9		0 15 0	0	3	5	2	0	0	6	2
10		0 16 8	0	3	10	0	0	0	6	2
20		1 13 4	0	7	8	0	0	1	1	0
30		2 10 0	0	11	6	0	0	1	7	0
40		3 6 8	0	15	4	0	0	2	2	2
50	is	4 3 4	0	19	2	0	0	2	8	1
60		5 0 0	1	3	0	0	0	3	3	2
70		5 16 8	1	6	10	0	0	3	10	2
80		6 13 4	1	10	8	0	0	4	4	0
90		7 10 0	1	14	6	0	0	4	11	1
100		8 6 8	1	18	4	0	0	5	5	0
200		16 13 4	3	16	8	0	0	10	11	3
300		25 0 0	5	15	0	0	0	16	5	3
400		33 6 8	7	13	4	0	1	1	11	2
500		41 13 4	9	11	8	0	1	7	4	2
600		50 0 0	11	10	0	0	1	12	10	3
700		58 6 8	13	8	4	0	1	18	4	1
800		66 13 4	15	6	8	0	2	3	10	2
900		75 0 0	17	5	0	0	2	9	3	3
1000		83 6 8	19	3	4	0	2	14	9	2

27 DE 62

THE END.

ERRATUM.

Page 43, line 10, for *days*, read *months*.